

**EUNICE**

**Eunice.347298@2freemail.com**

**OBJECTIVE**

 ° To be able to land in a good job where I can be comfortable in

 showing my knowledge and skills while improving my personality

 ° Open to new ideas

 ° To have experience

 ° Willing to work under pressure

**PERSONAL PROFILE**



Nickname : Niki

Date of Birth :

Place of Birth : Manila

Gender : Female

Height : 5’2 ft

Weight : 48 kg

Civil Status : Single

Citizenship : Filipino

Religion : Roman Catholic

Father’s Name : Rolando C. Pascua

Occupation : Laborer

Mother’s Name : Sarah M. Pascua

Occupation : Housewife

**EDUCATIONAL BACKGROUND**



***Tertiary:***

 **School**: Access Computer & Technical Colleges

 **Address**: C.M Recto Avenue corner Quezon Blvd., Manila

 **Course**: Bachelor of Science in Computer Science

 **Year**: 2012-2016

***Secondary:***

 **School*:*** Florentino Torres High School

 **Address:** Juan Luna St. Gagalangin Tondo Manila

 **Year:** 2005-2009

***Elementary:***

**School:** Lakan Dula Elementary School

 **Address:** Solis St. Tondo Manila

 **Year:** 1999-2005

**SKILLS**

 • Well versed with MS office especially MS Word, Power Point Presentations and shortcuts of MS Excel.

 • Exceptionally well organized, efficient and disciplined.

 • Excel at multi-tasking and time management.

**WORK EXPERIENCE**

• 2 years freelancer as a virtual assistant

I hereby certify that the above information is true and correct to the best of my knowledge and belief.

 Applicant