

**Kazel**

[**Kazel.358198@2freemail.com**](mailto:Kazel.358198@2freemail.com)

**EDUCATIONAL ATTAINMENT**

June 2009-April 2013 **ARELLANO UNIVERSITY - MANILA, PHILIPPINES**

**Bachelor of Science in Computer Science Major in Programming**

2005-2009 **PASAY CITY EAST HIGH SCHOOL - MANILA, PHILIPPINES**

* **Awards of Best in Computer Studies**

**WORK EXPERIENCE**

January 2016 – Feb 2017 **SAMSUNG ELECTRONICS PHILIPPINES CORPORATION**

**IT and Mobile Department – Strategic Planning and Intelligence** *(Report Analyst/Data Admin)*

* Provide sales reports and analysis to support the Business Analytics team’s operations and strategy enhancements geared towards achieving business goals and objectives.
* Assist analyst team with dashboard and report generation
* Translate raw data into reporting deliverables
* Provides inputs in designing/modifying reports and forms
* Provides replies to queries/referrals/data requests

June 2015 – Dec 2016 **SAMSUNG ELECTRONICS PHILIPPINES CORPORATION**

**IT and Mobile Department – Strategic Planning and Intelligence** *(Sales Support- Admin Assistant)*

* Process dealers’ claim by coordinating with them regarding marketing, price protection and back margin
* Provides timely update to management for status of Dealer Incentives for monitoring
* Price Management (Drafts and routes My single approval for all dealers’ margin)
* Deliver adhoc reports

July 2013- Dec 2014 **CENTRAL BANK OF THE PHILIPPINES (BANGKO SENTRAL NG PILIPINAS)**

**International Operation Department – Standard and Data Control Group** *(Data Analyst)*

* Validates and consolidates data and prepares various reports on actual and projected transactions and balances, including ratios and other indicators external debt and related accounts
* Participates in the continuing review and verification of records and data in the Debt Management and Financial Analysis System (DMFAS) and other computerized databases.
* Assist in maintaining and updating the Department’s computerized systems.
* Provides technical assistant to the Department’s officers

Nov 2012 -Feb 2013 **INTERN AT SUTHERLAND GLOBAL SERVICES- PHILIPPINES**

* Completed 300 hours of On-the-Job-Training. Sourcing and attracting candidates by using databases, social media etc. Screen candidates resume and job applications. Conducting interviews and filtering candidates for open positions. Provide analytical and well documented recruiting reports to the rest of the team

**SEMINARS**

January 21, 2013 **GO BUSINESS (2nd Filipino Technopreneurship Summit)**

* Knowing businesses in the country’s technology industry

September 25-26, 2012 **TECH TUTOR 4**

* Utilize multisensory tools to facilitate diverse learning styles, creativity and understanding
* Provide access to a range of gadgets for personal learning such as mobile[computers](http://www.affordablecebu.com/board/stuff/computers/6), e-books, mobile devices

**TRAININGS**

August 25-27, 2012 **LEADERSHIP TRANSFOMATION PROGRAM 2012**

September 9-13 2016 **SAS ENTERPRISE GUIDE 1: QUERYING AND REPORTING**

October 21-24 2016 **SAS ENTERPRISE GUIDE 2: ADVANCE TASKS AND QUERYING**

November 11-15 2016 **SAS PROGRAMMING 1: ESSENTIAL**

December 20-22 2016 **SAS PROGRAMMING 2: DATA MANIPULATION TECHNIQUES**

**CO-CURRICULAR ACTIVITIES**

**JUNIOR PHILIPPINE COMPUTER SOCIETY – Committee Officer (2011-2013)**

* Organized and facilitated tutorials, career talks and seminars for Computer Studies.
* Assisted in the preparation for the Computer Science Week.

**PERSONAL INFORMATION**

Date of Birth: February 09,1993

Age: 24 years old

Civil Status: Single

Gender: Female

Religion: Catholic

**OTHER DATA**

Fluent in English and Filipino language, with good oral and communication skills. Problem-solving and Decision-making skills.

Proficient in Microsoft Office such as MS Excel with Visual Basic Application, MS Word and MS Power point. Proficient in Software such as SAP, GSCM, MCS, SAS.

I hereby declare that the information stated herein is true and correct at the best of my knowledge.