

**APRILYN**

**APRILYN.366722@2freemail.com**

### **Career Objective**

 To be part of your prestigious company that practice a good personality and aim improve quality services.

### **Especial Skills**

* Computer Literate (MS OFFICE, Internet)
* Good Interpersonal, Oral and Written Communication Skills.
* Has positive outlook and initiative.
* Can learn and handle job at a given time.
* Can work with a minimum supervision.
* Ability to maintain confidentiality.
* Ability to handle pressure at work.

**Professional Experiences**:

**QUALITY INSPECTOR ( 2015 – 2016)**

**ARIERA Fresh Fruit Corporation**

**Sto. Tomas Davao del Norte, Philippines**

Works for a company to inspect, test, and sample materials, parts, or product for defects.

* Monitor or observe operations to ensure that they meet production standards.
* Measure products with calipers, weight, and height.
* Issue materials receiving report for the delivered.
* To provide quality product to customer at reasonable price.

**SALES ASSOCIATE (2013 – 2014)**

**HEARTSTRING ENTERPRISES.INC.**

**SM DAVAO CITY, Philippines**

 Maintain professional internal and external relationships that meet company core values.

* Always follow the FIFO (First in and First out).
* Maintain courtesy and good services towards the customers.
* Describing services and explaining products.
* Always greet and smile to the costumers.

**CASHIER (2007-2008)**

**PADILLOS TRADING**

**Sto. Tomas Davao Del Norte, Philippines**

To ensure that each and every customer is served in a friendly, professionals, and timely manner.

* Assist customers by providing information and resolving their complaints.
* Identify customer issues/complaints and take necessary steps to correct them.
* Maintain courtesy and good services towards the customers.
* Perform other related duties as requested.

### **Educational Background**

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| --- | --- | --- |
| LEVEL | INSTITUTE | YEAR |
| COLLEGE | COMPUTER PROGRAMMING ASSOCIATE - ABA TECHNICAL SCHOOL OF STO TOMAS | 2006 TO 2008 |
| HIGH SCHOOL | STO. TOMAS NATIONAL HIGH SCHOOL  | 2004 TO 2005 |
| ELEMENTARY | NEW KATIPUNAN ELEMENTARY SCHOOL  | 2000 TO 2001 |

### **Personal Details**

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| --- | --- | --- | --- |
| Age: | 29 Yrs. Old | Status: | Married |
| Birthdate: | April 15, 1988 | **Religion:** | Roman Catholic |
| Birth Place: | Sto. Tomas Davao Del Norte | **Height:** | 5’1” |
| Citizenship: | Filipino | **Weight:** | 53 Kgs. |