Name :**ARNAIZ**

Arnaiz.371043@2freemail.com

**OBJECTIVE :**

To be a part of company that indulges professional growth which provides challenging and rewarding career while allowing me to utilize my knowledge and skills.

**EDUCATIONAL BACKGROUND :**

Tertiary Level BS Respiratory Therapy 2012-2015

 Cebu Doctors’ University

 North Reclamation Area, Mandaue City

 BS Accountancy 2011-2012

 Ateneo de Naga University

 Naga City

Secondary Level G. Bangalisan National High School 2007-2011

 Burabod, Placer, Masbate

Primary Level Thomas M. Conde Central School 1998-2007

 Centro, Placer, Masbate

**WORK EXPERIENCED:**

**CUSTOMER SERVICE REPRESENTATIVE/TECHNICAL SUPPORT REPRESENTATIVE**

Teleperformance Philippines

IT Building, Edsa Corner, Mandaluyong City, Philippines

**SALES REPRESENTATIVE**

BluConnect Solutions, Inc.

A.S. Fortuna St., Mandaue City, Philippines

November, 2012 – January, 2014

**TRAININGS:**

**TESOL CERTIFICATE**

TEFL INTERNATIONAL

Cebu City

December, 2016

**AFFILIATION :**

Cdt. Batl. S-3 C.A.T 2010-2011

 G. Bangalisan National High School

 Burabod, Placer, Masbate

Member Science Club 2009-2011

 G. Bangalisan National High School

 Burabod, Placer, Masbate

Member Math Club 2009-2011

 G. Bangalisan National High School

 Burabod, Placer, Masbate

**SKILLS :**

* Public Speaking – extemporaneous speech. Gain confidence and learned to engage audiences with my creative speech.
* Writing Skills – ability to efficiently produce concise, organized reports, labs and memos.
* Strong analytical and problem-solving skills.
* Systematic and highly detail oriented in Microsoft office and communication.

**CHARACTER REFERENCES:**