**MARY**

[**MARY.373342@2freemail.com**](mailto:MARY.373342@2freemail.com)

A dynamic, team spirited, and goal oriented individual seeking a career to utilize exceptional skills and **experiences to contribute to your company’s growth and objective towards progress.**

**SKILLS**

* Hardware troubleshooting
* Network troubleshooting
* Basic Programming
* Visual Graphic Design (Photoshop)
* Basic Accounting
* Encoding
* Microsoft Office (Word, Excel, PowerPoint, Etc.,)

**EDUCATIONAL ATTAINMENT**

|  |  |  |
| --- | --- | --- |
|  | **NAME OF SCHOOL** | **YEAR GRADUATED** |
| **College:** | Mind and Integrity College Inc. | 2017 |
|  | **Information and Technology** |  |
|  | San Cristobal Calamba City |  |
| **Vocational:** | Calamba Manpower & | 2009 |
|  | Development Center |  |
|  | **Personal Computer Operation** |  |
|  | Old Municipal Calamba City |  |
| **Secondary:** | E. Barretto Sr. National High School | 2008 |
|  | PansolCalamba City |  |
| **Primary:** | Real Elementary School | 2004 |
|  | Real Calamba City |  |

**SEMINAR/ TRAINING ATTENDED:**

**National Certificate NCIII**

**Visual Graphic Design**

August 05, 2017

St. Ignatius Technical Institute of Business of Arts

Sta. Rosa Laguna

**On-The Job Training**

Proactive Sports Outlet Inc.

Data Encoder

Cabuyao, Laguna

**PERSONAL INFORMATION**

Age: 25

Date of Birth: May 31, 1992

Place of Birth: Real Calamba City, Philippines

**Height: 5’**8**”**

Weight: 100 kg.

Civil Status: Single

Religion: Catholic

Language spoken: English, Tagalog

*I hereby certifythat the foregoing information are true and correct to the best of my knowledgeand belief.*