



DOCO, ROSELYN Z.

BSED - MAJOR IN SCIENCE

CAREER OBJECTIVE

- I am seeking a role in a company where I can contribute my ideas and be mentored towards a successful career.

WORK EXPERIENCE

Shift Supervisor

Dunkin' | Feb 2024- Jan 2025 (Tacloban City)

- Accomplishes department objectives by managing staff
- Planning and evaluating department activities

Computer Staff Supervisor

Hizone Computer Shop | March 2023 - Jan 2024 (Catbalogan)

- Setting up computers and other hardware devices.
- Starting operations by entering computer commands.
- Responding to user requests and problems.

Cashier

Metro Retail Store | Sept 2022- March 2023(Tacloban City)

Waitress

Fortune hotel and restaurant | January 2021- August 2022
(Catbalogan)

EDUCATIONAL HISTORY

Easter Visayas State University

College | Aug 2018 - July 2022

AMA Computer College

Senior High | Aug 2016- July 2018

Samar National High School

Junior High | Aug 2012 - July 2016

Astorga Elementary School

Elementary | June 2006- May 2012

CONTACT ME AT



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SKILLS SUMMARY

Verbal communication skills

Enterprise Resource Planning

Staff and User Training

Process Improvement

LANGUAGES

Tagalog

English