




THESSA MAE S. CASAS

 Padre Inocentes St. Naval, Biliran
 0977-160-1403/0969-080-3591
 casasthessamae@gmail.com



PERSONAL DATA

Date of Birth: May 13, 2000
Age: 24
Gender: Female
Citizenship: Filipino
Religion: Roman Catholic
Civil Status: Single
Height: 5'0 ft.
Weight: 46 kg.

OBJECTIVE

Further enhancement of my skills, abilities, and knowledge to advance my career and become an effective employee and asset to the company.

EDUCATION

Tertiary: B.S. Business Administration
Biliran Province State University
P. I. Garcia St. Naval, Biliran
Cum Laude
2018-2022

Secondary: Naval State University–Laboratory High School
P. I. Garcia St. Naval, Biliran
With High Honors
2012-2018

Primary: Naval Central School
P.I. Garcia St. Naval, Biliran
2006-2012

ELIGIBILITY

Career Service Professional Eligibility

EXPERIENCE

Teller
Company: China Banking Corporation
Address: Ormoc City, Leyte
Date: July – October 2024

Accounting Clerk/ Cashier
Company: International Pharmaceuticals, Inc.
Address: Ormoc City, Leyte
Date: March 2023 – January 2024

SKILLS

- Computer literate
- Adaptable and flexible
- Good written and verbal communication skills
- Detail-oriented
- Good organizational skills