

JESMAR TORQUITE BOQUEÑA

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Birthdate: September 6, 2001 | **Citizenship:** Filipino | **Civil Status:** Single | **Blood Type:** O+

CAREER OBJECTIVE

A hardworking, responsible, accountable, and goal-oriented professional seeking to contribute my research, analytical, and organizational expertise as an Education Research Assistant I under the Office of the Vice President for the Student Affairs and Services of Visayas State University. I aspire to uphold the organization's vision in upholding integrity and professionalism while I perform my duties and responsibilities for the job.

PERSONAL STATEMENT

I am Jesmar T. Boqueña, 24 years old, a Magna Cum Laude graduate of Bachelor of Science in Development Communication at Visayas State University - Main Campus, Baybay City, Leyte. With a proven academic track record, strong research and planning experience, and rigorous leadership training, I aim to bring my discipline, commitment, and purpose-driven mindset to serve the goals of your office. I believe that professional service requires diligence, integrity, and innovation—qualities I strive to embody in both thought and action.

EDUCATIONAL BACKGROUND

Bachelor of Science in Development Communication

Visayas State University – Main, Baybay City, Leyte | ***Magna Cum Laude (2023)***

Secondary: Abuyog Academy, HUMSS Track — ***With High Honors (2019)***

Elementary: Gabaldon Central School — ***With Honors (2013)***

CIVIL SERVICE ELIGIBILITY

- Career Service Professional Eligibility (PD 907 – Honor Graduate) – Palo, Leyte
- Armed Forces of the Philippines Service Aptitude Test (AFPSAT-B) – HNOLCOM, Tarlac (2023)

WORK EXPERIENCE

Philippine Marine Corps

Probationary Officer | July 2024 – September 2025

- Underwent extensive leadership, discipline, and military ethics training.
- Coordinated activities, prepared reports, and participated in planning-related deliberations.
- Strengthened teamwork, accountability, and performance under pressure.

Marine Corps Center for Leadership and Excellence (MCCLE), Philippine Marine Corps

Researcher | August 2023 – June 2024

- Assisted in drafting advisories, memoranda, and program mechanics for organizational activities.
- Handled documentation, research, and administrative reports under O/MC5.
- Coordinated and facilitated training sessions, workshops, and stakeholder consultations.
- Served as technical secretariat during meetings.
- Produced communication materials and planning documents aligned with institutional policies.

TRAININGS AND SEMINARS

- *Responding to the Evolving Security Dynamics in the South China Sea* – Jose Rizal University (Nov 14–15, 2023)
- *Regional Knowledge Management Seminar-Workshop* – Visayas State University (Nov 23–25, 2022)
- *In-Campus Internship Program* – VSU DYDC 104.7 FM (Oct 2022 – Feb 2023)

SKILLS AND COMPETENCIES

- Research & Policy Development
- Data Gathering & Documentation
- Technical Writing & Communication
- Project Planning & Coordination
- Public Speaking & Stakeholder Engagement
- Microsoft & Google Suite Proficiency
- Leadership, Teamwork, and Critical Thinking
- Time Management and Organizational Skills

COMMENDATIONS AND RECOGNITIONS

- Philippine Marine Corps Plaque – BGEN JIMMY D LARIDA PN(M) (Sept 2023)
- Letter of Commendation – COL ALLAN ANGELO C TOLENTINO PN(M)(GSC) (Nov 2023)
- Certificate of Appreciation – LTCOL NOEL A GALLAZA PN(M)(GSC) (Jan 2024)
- Plaque of Recognition – COL ASHLEY N NASTOR PN(M)(GSC) (June 2024)
- Letter of Commendation – CDR ADONIE L AROMIN PN (July 2024)
- Letter of Commendation – COL REYNALDO D GABIÑETE PAF(GSC) (Nov 2024)
- Certificate of Participation – COL ARMANDO B CUSTODIO PN(M)(GSC) (Sept 2025)

CHARACTER REFERENCES

- Frances Claire T. Doblas – Trinidad, Bohol | 0910-775-8722
- Kirs Jade A. Tonggao – Fort Bonifacio, Taguig City | 0997-925-8105
- Jero Salvador O. Demarana – Dasmariñas, Cavite | 0969-522-8887

PROFESSIONAL ASPIRATION

I aspire to be part of the Office of the Vice President for the Student Affairs and Services of Visayas State University, where I can apply my research, analytical, communicative, and organizational competencies in research projects that directly contribute to the growth of the organization. I envision myself growing within an environment that values innovation, accountability, and professionalism—helping build a team that is modern, inclusive, and sustainable for all.