

JENIECEL ESCREBANO RIFE

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Address: Brgy. Baas Hilongos, Leyte. Philippines



CAREER OBJECTIVES

- To be a highly organized individual with strong interpersonal skills, seeking to leverage acquired academic knowledge.
- To be a good communicator.

PERSONAL INFORMATION

Name:	Jeniecel E. Rife
Gender:	Female
Age:	24
Date of Birth:	March 16, 1999
Place of Birth:	Brgy. Baas Hilongos, Leyte
Civil Status:	Single
Citizenship:	Filipino
Religion:	Roman Catholic
Language Spoken:	English
Dialect Spoken:	Cebuano and Filipino

EDUCATIONAL BACKGROUND:

Tertiary:	Visayas State University	S.Y. 2018 – 2022
	Bachelor of Secondary Education (Filipino)	
	Visca, Baybay City, Leyte	
Senior High School:	Saint Teresa School of Hilongos	S.Y. 2016 - 2018
	Humanities & Social Sciences (Academic Strand)	
	R.V. Villaflores St. Hilongos, Leyte	
	With Honor	
Junior High School:	Hilongos National Vocational School	S.Y. 2012 - 2016
	Major in Dressmaking	
	R.V. Fulache St. Hilongos, Leyte	
	NC II Passer (Tailoring)	
Primary:	Baas Elementary School	S.Y. 2006 - 2012
	Brgy. Baas Hilongos, Leyte	

SKILLS AND STRENGTHS

Skills:

- Computer literate especially with MS word, Excel and PowerPoint and navigation;
- Knowledgeable enough in statistical data analysis;
- Can communicate both in oral and written (English and Filipino); □ Good intrapersonal and interpersonal skills.

Strengths

- I am enthusiastic, hardworking and a quick learner who is passionate to gain more knowledge;
- Good planning skills and multitasker;
- Quick learner and able to handle multi-tasks under minimum supervision;
- Work with full spirit and complete it in time;
- Patient and flexible at all times;
- Willing to learn and ready to adapt to new environment;
- Positive attitude

WORKING EXPERIENCE

- Job Order of Municipal Hall of Hilongos (2 years)
- Student Facilitator at Visayas State University-Main Campus (1 year)
- SK Kagawad

CHARACTER REFERENCE

CHYREL MAE E. RIFE

Sister

Contact Number: 09070610813

Facebook Account: Chyrel Mae Escrebano Rife

KATTY E. RIFE

Sister

Facebook Account: Katty Escribano Rife