

JUNVIC BANDE BAGARINAO

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Home:	Purok Ilang-ilang Brgy. Marcos, Baybay City, Leyte 6521					
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Summary of Qualifications	Results-oriented skills in preparing documents, records and deliver correspondence vouchers, Payroll to admin building and other Department offices. Follow-up the processing documents such as Cash Advance and do other duties in admin office of PhilRootcrops					
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Key Skills	<ul style="list-style-type: none">✓ Driving✓ Knowledge on paper work processing✓ typing✓ Operating grass cutter and lawnmower machine✓ Operating Xerox machine					
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Work Experience	2010-2011	High Way Garden Marcos, Baybay City, Leyte Landscaper				
	2012-2013	Department of Horticulture Visayas State University, Visca, Baybay City, Leyte Utility Messenger (JO)				
	2013-2018	Philippine Rootcrops Research and Training Center Visayas State University, Visca, Baybay City, Leyte Utility Messenger (JO)				
	2018-present	Philippine Rootcrops Research and Training Center Visayas State University, Visca, Baybay City, Leyte Administrative Aide I Messenger				
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Educational Background	2002-2007	Bunga National High School Bunga baybay City Leyte				
	2007-2009	Visayas State University Visca, Baybay City, Leyte Bachelor of Animal Science (2nd year level)				
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References	<table><tr><td>Dr. Catherine Arradaza Department of Horticulture</td><td>Dr. Oscar Posas Professor VSU</td></tr><tr><td>Dr. Erlinda A. Vasquez Director, PhilRootcrop VSU</td><td>Mr. Jaime Mazo Brgy. Kagawad Marcos</td></tr></table>		Dr. Catherine Arradaza Department of Horticulture	Dr. Oscar Posas Professor VSU	Dr. Erlinda A. Vasquez Director, PhilRootcrop VSU	Mr. Jaime Mazo Brgy. Kagawad Marcos
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