

TRISHA BORROMEO



Experience

JANUARY 2020–PRESENT
ADMIN ASSISTANT • MEX 'EM UP PHILS., INC.

JANUARY 2019–DECEMBER 2019
CASHIER • MEX 'EM UP PHILS., INC.

JULY 2018–DECEMBER 2018
DINING STAFF • MEX 'EM UP PHILS., INC.

DECEMBER 2017–MARCH 2018
ON-THE-JOB TRAINING • MEX 'EM UP PHILS., INC.

Education

EASTERN VISAYAS STATE UNIVERSITY

- Bachelor of Science in Office Administration
- Cum Laude
- Sy 2021-2022

Skills Summary

- Computer Literate
- Proficient in Microsoft office applications
- Good communication & writing skills
- Eager to learn & can work under pressure

Reference

CARLOS FLORENCIO S. CAMILA
President/Owner
Mex 'Em Up Phils., Inc.
09369237633

I hereby declare that the above-mentioned information is true and correct as per my knowledge.


TRISHA G. BORROMEO

Contact

 Brgy. San Roque,
Tolosa, Leyte, 6503

 +639302118762

 trishaborrromeo13@gmail.com



MEX 'EM UP PHILS., INC
Brgy. 83 Paraiso, San Jose, Tacloban City, 6500
Tel. No.:888-0099

The undersigned do hereby confer this

CERTIFICATE OF EMPLOYMENT


To

TRISHA G. BORROMEIO

That she has been employed with our company from January 2020 up to present holding the position as admin assistant.

This certification is being issued upon her request for whatever legal purpose it may serve her.

Issued this 25th day of August 2022
Tacloban City, Philippines


CARLOS FLORENCIO S. CAMILA
President