

PROFILE

Dedicated and commited young professional with strong experience in administrative support and effective communication. Seeking to contribute to a dynamic working environment focused on efficient governance and operational excellence.

STRENGTHS & COMPETENCIES

- Public Speaking
- Positive Mental Attitude
- Computer Literate
- Written & Verbal Communication
- Teamplayer
- Interpersonal Skills
- Analytical Skills

PERSONAL DETAILS

Current Address: Purok Mabolo, Pob. Dist. 1, Silago, Southern Leyte

Birthdate: March 20, 1999

Height: 170.18 cm Weight: 80 kls

Hobbies: Reading & Running

LANGUAGES

English Filipino

Benz Sumalinog Cruzada

Registered Agriculturist

Q 0946-264-3517

cruzadabenz20@gmail.com

EXPERIENCES

Municipal Agriculture Services Office September 2024 - April 2025 **Agricultural Extension Worker**

 Delivered hands-on training sessions and demonstrations on a variety of agricultural practices and performed administrative roles and responsibilities.

Public Employment Service Office March 2021 - May 2021 GIP

• Performed administrative roles and responsibilities.

Teleperformance Philippines, Inc. September 2019 - December 2020

Customer Service Representative | Account Supervisor

 Received client-based calls and attended to queries and concerns. Managed team and assisted with their concerns.

EDUCATION

Master of Science in Horticulture | 2022 - 2024 Visayas State University

- DOST-ASTHRDP Scholar
- GPA: 1.41

BS in Agricultural Entrepreneurship | 2015 - 2019Southern Leyte State University

- Cum Laude | Class Valedictorian
- GPA: 1.40

REFERENCE

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