



# VICTOR FELINO CRUZA CALUNANGAN

## CONTACT ME AT

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## PERSONAL DATA

September 14, 1991  
Date of Birth

Baybay, Leyte  
Place of Birth

Married  
Civil Status

## ELEGIBILITY

Civil Service Professional  
March 17, 2019  
Rating: 80.25%

## SOFT SKILLS

- Adaptability
- Analytical
- Flexible
- Strong Work Ethic

## HARD SKILLS

- Microsoft Office
- Photo Editing
- Layouting
- Driving

## PERSONAL PROFILE

I am an organized, responsible and individual with initiative. I have gained knowledge and skills from the university as well as practical experience from my on-the-job training that I believe will allow me to become an asset to your office.

## WORK EXPERIENCE

### Technical Support Staff

PALM Wifi | Oct 2019 - present

- Conducts day-to-day maintenance to WIFI outlets.
- Prepare monthly financial reports and process payments.

### Clearing Officer

Guardian Four Aces Shipping Corp. | Sept 2016 - Sept 2017

- Managed the ship's documents to be updated.
- Coordinate with the Coast Guard and Port Authorities regarding the ship's clearance for arrival and departure.

## EDUCATIONAL HISTORY

University of Cebu- Maritime Education and Training Center  
BS in Marine Transportation| 2011-2017  
Mambaling, Cebu City

### Visayas State University (VSU)

BS in Civil Engineering | Attended 2008 - 2010  
Baybay City, Leyte

Visayas State University Laboratory High School (VSULHS)  
2004 - 2008  
Baybay City, Leyte

Visca Foundation Elementary School (VFES)  
1998-2004  
Baybay City, Leyte