

SUMILE, FLORA MAE A.

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OBJECTIVE

With high regard for this establishment and with earnest desire to serve in full capacity. Applying for any available positions within your esteemed organization for which you believe my qualifications align. Excited to explore the possibility of employment in this reputable establishment.

EDUCATIONAL BACKGROUND

- **Tertiary Education: Southern Leyte State University – San Juan**
Address: San Juan, Southern Leyte
Degree Program: Bachelor of Technology & Livelihood Education (Economics)
Year Graduated: 2022
Licensed Professional Teacher (LPT)
- **Senior High School: Hinunangan National High School**
Address: Bangcas A, Hinunangan, So. Leyte
Year Graduated: 2018
- **Junior High School: Canipaan National High School**
Address: Canipaan, Hinunangan, So. Leyte
Year Graduated: 2016
- **Elementary Education: Hinunangan West Central School**
Address: Labrador, Hinunangan, So. Leyte
Year Graduated: 2012




ORGANIZATIONAL AFFILIATION

- **Philippine Association for Teachers Education, Inc.**

SKILLS

- Strong interpersonal and multitasking skills
- Can work under pressure
- Proficient in Microsoft Office (Word, PowerPoint, Excel and Outlook)
- Fluency in English Communication
- Ability to work independently or as part of a team
- Keen to details

WORK EXPERIENCE

 Southern Leyte State University San Juan Campus San Juan, Southern Leyte	Practice Teaching April – June 2022	<ul style="list-style-type: none">• Prepared visual and audio-visual aids.• Create lesson plans and student centers/activities integrating curriculum, literacy, and diversity.
 MEBS Call Center Rizal, <u>Sogod</u> , Southern Leyte	Call Center Representative September 2022 – February 2023	<ul style="list-style-type: none">• Cultivated customer relationships and increased sales by offering information about new products.
 MEBS Call Center Rizal, <u>Sogod</u> , Southern Leyte	Call Center Representative April 01, 2024 – December 07, 2024	<ul style="list-style-type: none">• Cultivated customer relationships and increased sales by offering information about new products.

CHARACTER REFERENCES

- **Ryan C. Negros, MM**
Professor of BTLED Program
Student Teaching Supervisor
SLSU – San Juan Campus
(+63) 998 857 1858
- **Maricris S. Estubio, Ed.D.**
BTLED Department Head
SLSU – San Juan Campus
(+63) 909 048 9878

I do hereby certify that the above statements are true, complete and correct to the best of knowledge and belief.