

May 09, 2020

Dr. Aleli A. Villocino  
Dean, College of Education  
Visayas State University  
Baybay, Leyte

Dear Ma'am,

Greetings!

I am writing to you to express my desire to serve as a Social Studies Teacher in your school. I am a BSEd major in Social Studies graduate at Leyte Normal University. I have an experience in teaching 9<sup>th</sup>, 8<sup>th</sup> and 7<sup>th</sup> grade level both in the public schools at Leyte National High School and Cirilo Roy Montejo National High School.

I am hardworking, an active student leader, competent in Information Communication Technology and very eager to work in your school. I hope to share my experience and skills with your students. It is my strong desire to provide the highest quality of education possible. I hope to instill lifelong learning to the students and be a better influencer in their lives.

Attached herewith is my resume for more information and I am available to attend an interview anytime at your convenience.

Sincerely,



Kriezlynn Kiel Mardo

Applicant

# KRIEZLYNN KIEL MARDO

Tacloban City, Philippines 6500  
(Mobile no. +639190898538)  
Kycent.ykm@gmail.com



## PERSONAL INFORMATION

**Age:** 20  
**Birth date:** February 3, 2000  
**Birth place:** Tacloban City, Philippines  
**Nationality:** Filipino  
**Gender:** Female  
**Marital Status:** Single

## EDUCATIONAL ATTAINMENT

<b>TERTIARY</b>	Leyte Normal University Bachelor in Secondary Education (BSEd) Major in Social Studies 2015-2019
<b>SECONDARY</b>	Leyte National High School Tacloban City, Leyte 2011-2015
<b>PRIMARY</b>	City Elementary School 2005-2011

## AWARDS AND APPRECIATIONS RECEIVED

**Certificate of Recognition**, United Medics Emergency Response Team, UMERT Base Tacloban City, Philippines, May 2016

**Certificate of Recognition**, Basic Life Support Training, Calbasag Elementary School, Julita Leyte, Philippines, May 2017

**Certificate of Attendance**, Emergency Medical Response Training, UMERT Base Tacloban City, Philippines, August 2017

**Certificate of Participation** "Interact Society Day: Igniting the Leader in You"  
LNU Quadrangle, Leyte Normal University  
Tacloban, Philippines, November 2017

**Certificate of Completion**, Practice Teaching S.Y. 2018-2019, Leyte National High School  
Tacloban City, Philippines, December 2018;

**Certificate of Completion**, Practice Teaching S.Y. 2018-2019, Cirilo Roy Montejo National High School  
Tacloban City, Philippines, December 2018;

**Certificate of Appreciation – 2<sup>nd</sup> Placer** “Interact Society Day: WE CONNECT: Bridging the Gap Building Relationships”  
LNU Quadrangle, Leyte Normal University  
Tacloban, Philippines, January 2019

**Certificate of Academic Excellence**, Annual Regional Teaching Congress: “Teachers: Challenged, Transformed, Empowered”  
HRDC Gymnasium, Leyte Normal University  
Tacloban City, Philippines, February 2019

**Competence in Practicum**, Honor’s Day 2019, HRDC Gymnasium, Leyte Normal University  
Tacloban City, Philippines, May 2019

**Certificate of Completion**, Global Communication Training, Leyte Normal University  
Tacloban City, Philippines, June 2019

**Certificate of Excellence**, Top Teammate, ePerformax Contact Centers & BPO  
Lahug, Cebu City, November 2019

## **TRAININGS AND SEMINARS ATTENDED**

**Basic Life Support Training**, Calbasag Elementary School  
Julita Leyte, May 2017

**Emergency Medical Response Training**, UMERT Base  
Tacloban City, August 2017

**2018 Practice Teaching Orientation**  
Leyte Normal University  
Tacloban City, November 2018

**2019 Regional Teaching Congress:" Teachers: Challenged, Transformed, Empowered"**

Leyte Normal University

Tacloban City, February 2019

**Global Communication Training**

Leyte Normal University

Tacloban City, June 2019

**INTERESTS AND SKILLS**

Basic computer-related works, academic teaching, attending trainings and seminars for professional growth and advancement. Value-laden and God-fearing person. Sports minded, ability to work well with people, ability to manage students' behavior, and criticize ideas not people.

**LANGUAGES/DIALECTS**

Wary-waray, Filipino, English

**CHARACTER REFERENCES**

Mr. Ryan G. Destura, M.A.T.

Interact Society Adviser, Leyte Normal University

Tacloban City, Leyte

Shyraldine G. Benlota

Performance Development Coach, ePerformax Contact Centers & BPO

Lahug, Cebu City

Honier T. Zanoria

Performance Development Coach, ePerformax Contact Centers & BPO

Lahug, Cebu City