

ANA MAE JOY A. LERIOS

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Objective: To gain more experience and enhance my skills in a dynamic and fast paced workplace.

Highlights of Qualifications:

- ✦ Direction driven that requires little or no supervision
- ✦ Literate in MS Office such as MS Word, MS Power Point, MS Excel, and MS Publication
- ✦ Good in both oral and written communication
- ✦ Ability to handle multiple tasks and meet deadlines
- ✦ Skilled in table skirting, baking, cooking, arts, and crafts

Educational Attainment

Franciscan College of Immaculate Conception, Baybay, Leyte, Inc. Andres Bonifacio St, Zone 1, Baybay City, Leyte Food and Beverage Services	07/01/2019 NC II
Saint Michael College of Hindang, Leyte Inc. A. Bonifacio St., Poblacion II, Hindang, Leyte Bachelor of Secondary Education Major in English	03/30/2019 <i>Graduate</i>
Plaridel National High School Plaridel, Baybay City, Leyte	2011-2015 <i>With Honors</i>
Plaridel Central School Plaridel, Baybay City, Leyte	2005-2011 <i>Graduate</i>

Work Experience

Philippine Statistics Authority (PSA LEYTE) Tacloban City, Leyte	Field Enumerator	2021
Plaridel National High School (PNHS) Plaridel, Baybay City, Leyte	Clerk	2020

Hilongos, Leyte

Biography

- ✦ Born on October 10, 1998, a hardworking, flexible and passionate person under the sign of Libra; has devotion to work, organized, creative, patient, careful and sensitive, approachable and works well with others. Moreover, I can work under pressure.
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References

DR. BENJAMIN PAL DALEON

Dean, College of Education
Saint Michael College of Hindang, Leyte Inc.
Hindang, Leyte
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ROCHELE TAN BITO

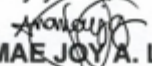
Teacher III
Hilongos National Vocational School
Hilongos, Leyte
+63917-791-0381

ADRIANO NAPARI PELICANO

PRINCIPAL
Caridad National High School
Caridad, Baybay City, Leyte
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I hereby attest that the above information is true and correct to the best of my understanding.

Very truly yours,


ANA MAE JOY A. LERIOS