

MARJORIE B. MERANO

A Bonifacio St., Zone 12, Baybay City, Leyte, Philippines

+639947103312

marjme1996@gmail.com

**OBJECTIVE:**

I'm a highly organized and self-motivated individual who would like to obtain a position that will enable me to use my skills, knowledge, and gain further knowledge from the company.

EDUCATIONAL ATTAINMENT:**TERTIARY:**

Visayas State University
Bachelor of Science in Computer Science
Visca, Baybay City, Leyte
S.Y. 2012 - 2017

SECONDARY:

Baybay National High School S.Y. 2008-2012
Baybay City, Leyte

PRIMARY:

Igang Elementary School S.Y. 2002-2008
Brgy. Igang, Baybay City, Leyte

TECHNICAL SKILLS

- Microsoft Office (MS Word, Excel, PowerPoint, Internet, etc.)

INTEREST AND PERSONALITY:

- Good Communication Skills.
- Accurate and attentive to details
- Flexible, fast learner and alert.
- Provide cleanliness at all times.
- Reliable, Respectful and honest person.
- Interested to learn in any aspect of work
- Can work in harmony with others in a group.

PRE-PROFESSIONAL EXPERIENCE:

Visayas State University (March 2015 – June 2015, April 2016- August 2016)
Enrollment encoder and assist the computer registrar for encoding the subjects,
handled troubleshooting and maintenance as well as monitoring.

WORK EXPERIENCE:

Visayas State University - Visca, Baybay City (August 8, 2022 - Present)
Work as a Science Research Assistant and dDRC

Visayas State University - Visca, Baybay City (August 2, 2021 – August 5, 2022)
Work as a Science Research Assistant (Project Base)

Ormoc City Institute of Technology – F. Ablen, Ormoc City (April 20, 2019 – March 16, 2020)
Administrative Staff

Innodata Knowledge Services Inc. – Subangdaku Mandaue City (September 14, 2017 – January 6, 2015)
Work as a Technical Support Staff and Alternate DDRC.

PERSONAL INFORMATION:

Date of Birth	: March 19, 1996
Place of Birth	: Hindang, Leyte
Age	: 29
Height	: 4'12"
Weight	: 58kg
Religion	: Born Again Christian

CHARACTER REFERENCE:

Ivy C. Emnace
Director, Research Office (VSU)
Email: ivy.emnace@vsu.edu.ph

Maria Verjie V. Subere
Head, Monitoring and Evaluation
(VSU)
Email: mvsubere@vsu.edu.ph

I hereby certify that the above information is true and correct to the best of my knowledge and belief.


MARJORIE B. MERANO
Applicant