

MICHAEL D. DAG-UMAN*Kilim, Baybay City, Leyte**Contact #: 09351584123**E-mail Address: michaeldaguman@gmail.com*

OBJECTIVE:

I am looking for a suitable full time work and opportunity where I could develop my personality as a career person while utilizing my skills. To bring out and harness the best of my potentials for the glory of God and for the benefit of my employer, the community and myself in preparations for the future advancement to the top management.

PERSONAL INFORMATION:

Nickname	:	Dags
Gender	:	Male
Age	:	29
Date of Birth	:	May 20, 1989
Place of Birth	:	Western Leyte Hospital, Baybay City
Civil Status	:	Married
Citizenship	:	Filipino
Height	:	5'6"
Weight	:	54 kls.
Religion	:	Roman Catholic
Dialects	:	Filipino, English, Cebuano & Waray
Mother's Name	:	Leonila Dumape Dag-uman
Occupation	:	Hosewife
Father's Name	:	Heraclitus Austero Dag-uman
Occupation	:	Wood Carver/ Fisherman

SEMINAR AND TRAINING EXPERIENCES:

- Radio Frequency Identification System (RFID)
- Destiny Library Manager (DLM) Database System Installation and Application
- First Aide and Basic Life Support
- Fire Safety Seminar and Drill
- Emergency First Responder
- VSU Web Development Workshop
- Ladderized Education Program BSCS PC Operation NCIII
Ormoc City, Leyte
- Student Leaders Planning Seminar Workshop and Orientation
VSU, Visca, Baybay City, Leyte
- Pre- Employment Orientation Seminar (PEOS)
VSU, Visca, Baybay City, Leyte
- Pre-Employment Seminar and Labor Education
- Energy Efficient Lighting Application Seminar

SKILLS:

- **Encoder**
- **RFID Operator**
- **Database Encoder**
- **CCTV Operator, CCTV Installation**
- **Computer Troubleshooting**
- **First Aid (VSU First Responder)**

PC Operation NCIII:

- Microsoft Office PowerPoint
- Microsoft Office Word
- Microsoft Office Excel
- Web search and Operate E-mail

Capable of creating and editing a video, picture, files and presentation using different Microsoft Windows applications

Programmer using C++, Visual, PHP, HTML language

Familiar with different Computer Operating Systems like UNIX, Linux, and Windows 95/98/2000/XP/2007/2010

NCII Cookery.

EDUCATIONAL BACKGROUND:

Tertiary Education	Visayas State University Visca, Baybay City, Leyte Bachelor of Science in Computer Science June 2006 - April 2013
Secondary Education	Baybay National High School Baybay City, Leyte June 2002 - March 2006
Primary Education	Kilim Elementary School Brgy. Kilim, Baybay City, Leyte June 1996 - March 2002

AWARDS/ACHIEVEMENTS:

Certificate of Competency - PC Operation NCII
Civil Service Exam – Professional Category
Certificate of Completion (Fire Department) – Emergency First Responder
Cookery NCII

WORKING EXPERIENCE

February 1, 2019 – Present Department of Tourism and Hospitality Management

July 15, 2013 – January 30, 2019 Visayas State University – Library
IT and Administrative Aide

June 2009 – October 2010	National Service Training Program Clerk
November 2010 – March 2011	National Service Training Program Student Assistant
April 2011-May 2011	University Student Service Office Job-Order/Utility
June 2011-March 2012	University Student Service Office Student Assistant
April 2012-May 2012	University Student Service Office Job-Order/Utility
June 2012 – March 2013	University Student Service Office Student Assistant
June 15,2013-August 15, 2014	Visayas State University Library Computer Programmer
August 16,2014-December 2017	Visayas State University Library Administrative Aide I
January 1, 2018-December 2020	Visayas State University DCHM Administrative Aide I

CHARACTER REFERENCES:

PROF. MANOLO B. LORETO
Dean of Student
Visayas State University

MRS. CHONA A. BRIT
Scholarship Coordinator
Guidance Councilor
Visayas State University

ANDRELI D. PARDALES
Chief Librarian
Visayas State University

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

A handwritten signature in blue ink, appearing to read 'M. Dag-Uman', is enclosed within a light blue rectangular border.

MICHAEL D. DAG-UMAN
(Applicant's Signature)