



SHEINAH CAMILLE L. GUILLANO

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Address: Brgy. Buenavista Jaro, Leyte

Language

English
Filipino

Expertise

- Computer (MS Excel, MS Office, MS Word, PowerPoint)
- Excellent Communication Skills both Verbal and Written
- Time Management

Reference

Available upon request

About Me

Result-oriented with a strong background in education, offering expertise on leading and managing things in improving individuals knowledge and understanding. Proven ability in leading and demonstrating knowledge. Committed in striving a high quality of work experience in pursuing a continuous personal and professional growth through education, training and self-improvement.

Education

Tertiary Education

Bachelor of Secondary Education Major in Science
Eastern Visayas State University Main Campus
Salazar St., Downtown, Tacloban City
2020- 2024

Secondary Education

Senior High School
Alangalang National High School
Humanities and Social Sciences
Brgy. San Antonio Pob. Alangalang, Leyte
2018-2020

Junior High School
Granja Kalinawan National High School
Brgy. Kalinawan Jaro, Leyte
2014-2018

Primary Education

Jaro I Central School
Brgy. 3 Del Carmen St. Jaro, Leyte
2008- 2014

Experience

EASTERN VISAYAS SCIENCE CENTRUM OCTOBER - DECEMBER 2023

Science Exhibits Tour Guide (INTERN)

Utilized strong communication skills in explaining complex scientific concepts of every exhibits to our visitors including the students. Demonstrates expertise in presenting concepts to ensure the visitors memorable experience.

GRANJA KALINAWAN NATIONAL HIGH SCHOOL FEBRUARY- MAY 2024

Teaching Intern

Worked closely with lead teachers to develop engaging and interactive class. Monitors student progress that will be use in improving the teaching and learning process.

Sangguniang Kabataan Kagawad 2023-2025

SK Kagawad

Organized and participated in community events, fostering unity and engagement among residents. Advocated various concerns and problems in the community.

Secretary (October 2024-January 2025)

Megaship Builders Inc. Albuera Leyte

Utilizing strong communication skills both verbal and non- verbal. Use of basic computer skills used in organizing documents and records and preparing forms for the Contractors. Processing of billings for the contractors payment

Achievements

- Leyte Division Most Outstanding Student Intern
- Granja Kalinawan Most Outstanding Student Intern
- Leadership Award in SK Federation