

LEIA MAE C. BAUGBOG

Brgy. Pondol, Hinunangan Southern Leyte

Mobile: 09050292307

E-mail: baugbogleiamae12@gmail.com

Personal Profile Statement

A motivated, adaptable and responsible Licensed Education graduate seeking an opportunity in an Admin aide position which will utilize the professional and technical skills developed through past experiences. It may not in this field but I am confident that I can do my responsibilities accordingly. As an Education graduate I know that I have methodical, customer-focused approach to work and a strong drive to see things through to completion. I may never have a work experience for now but I am confident that I can do my job better and continue learning.

Achievements

- Licensed Professional Teacher
-

Education

Tertiary	:	Visayas State University June 2015 - June 2019 Visca, Bacbay City, Leyte
Secondary	:	Canipaan National High School June 2011 - March 2015 Brgy, Canipaan, Hinunangan Southern Leyte
Elementary	:	Pondol Elementary School June 2005 - April 2011 Brgy. Pondol, Hinunangan Southern Leyte

Employment and Work Experience

- NONE
-

Professional Training and Qualifications

- NONE

Skills

- Optimistic and a positive can-do attitude
- Social Media (Facebook, twitter, etc)
- Microsoft Office (Word, PPT, Publisher, Excel)

Hobbies and Interests

I enjoy reading documentaries, historical, health books and fictional books too. As well as keeping up to date with current affairs. I also collect things, create and designs.

References

DR. BAYRON S. BARREDO

Dean of College of Education

Visayas State University

Visca, Baybay City, Leyte

09272496712

bayron.barredo@vsu.edu.ph

LOUISA MARIE B. ANDRADE

College instructor and Academic Adviser

Visayas State University

Visca, Baybay City, Leyte

09060519933

louisa.andrade@vsu.edu.ph

