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DAISY E. PANTORILLA

Address : Zone 2 Andres Bonifacio St. Baybay City
Date of Birth : December 2, 1992
Place of Birth : Palompon, Leyte
Age : 29 years old
Sex : Female
Civil Status : Single
Citizenship : Filipino
**Languages/
Dialects Spoken** : English, Tagalog, Cebuano

OBJECTIVE

Seeking a challenging position in a reputed organization where I can learn new skills, expand my knowledge, and leverage my learnings.

EXPERIENCE

JOB ORDER:

Local Government Unit of Palompon
Municipal Treasurer's Office
Palompon, Leyte
September 2012 – December 2014
March 2016 – June 2018

ON THE JOB TRAINING:

**Franciscan College of the Immaculate Conception,
Baybay, Leyte, Incorporated**
Science Laboratory Department
January 2022 – March 2022

ON THE JOB TRAINING:

Local Government Unit of Baybay City
City Assesor's Office
March 2022 – June 2022

EDUCATIONAL BACKGROUND

TERTIARY: **Franciscan College of the Immaculate Conception,**
Baybay, Leyte, Incorporated
Baybay City
Bachelor of Science in Business Management major in Financial Management
Year Graduated: 2022

Palompon Institute of Technology
Palompon, Leyte
Bachelor of Science in Hotel and Restaurant Management-Cruise Ship
Management
(2010-2012)

SECONDARY: **Palompon Institute of Technology**
Palompon, Leyte
Year Graduated: 2009

PRIMARY: **Palompon South Central School**
Palompon, Leyte
Year Graduated: 2005

ELIGIBILITY

Career Service Professional Eligibility
March 12, 2017

SEMINARS/WEBINARS/TRAININGS ATTENDED

PARTICIPANT - **Economic and Financial Learning Program (EFLP) for the**
Academe
Bangko Sentral ng Pilipinas
via Zoom and Facebook Live
March 29, 2022 – March 31, 2022

PARTICIPANT - **The Role of Business in Global Integration**
FCIC Audio Visual room
Baybay City, Leyte
January 27, 2020 – January 30, 2020

- PARTICIPANT - Orientation on Youth Entrepreneurship**
FCIC Audio Visual room
Baybay City, Leyte
November 9, 2019
- PARTICIPANT - Gearing Towards Employment Opportunities and Competitiveness**
FCIC Audio Visual room
Baybay City, Leyte
February 23, 2019
- PARTICIPANT - Symposium on Illegal Drugs**
FCIC Gymnasium
Baybay City, Leyte
February 22, 2019
- PARTICIPANT - Short Course for Aspiring Call Center Agents**
Room 214 Century Plaza, Juana Osmeña Street
Cebu City
May 28, 2013 – June 7, 2013

SPECIAL SKILLS

Can easily build rapport with customers, reliable and honest person.
Fast learner and flexible in any situation and environment.
Data Encoding, Knowledge in Microsoft Applications such as Word, Excel, PowerPoint.

CHARACTER REFERENCES

Dionisio O. De La Torre, Jr.

Dean, College of Business Management and Administration
Franciscan College of the Immaculate Conception, Baybay, Leyte, Incorporated
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Hazel F. Vasquez

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