

JESSA R. SUELLO



Current Address: Upper Villa Jacinta, Macrohon, So. Leyte
Permanent Address: Brgy. Maangas Presentacion Cam.Sur
Contact No.: 09271669981
E-mail Address: jessasuello22@gmail.com
Date of Birth: 12 November 1992
Place of Birth: Brgy. Maangas Presentacion Camarine Sur
Gender: Female
Country of Residence: Philippines
Civil Status: Single

OBJECTIVE:

To obtain a job where I can develop my abilities in joining such company where there is positive attitude towards work.

SKILLS/QUALIFICATIONS:

COMPUTER SKILLS: Typing, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, strong knowledge in internet.

TEACHING SKILLS: Delivering lesson, classroom management, creative, critical thinking and problem solving

LANGUAGE & LEVEL: Proficient in Waray – waray, Tagalog, English

EDUCATIONAL ATTAINMENT:

TERTIARY EDUCATION: Visayas State University
(Bachelor of Secondary Education major in Filipino)

STI-College Tacloban
(Diploma in Hospitality and Restaurant Services)

SECONDARY EDUCATION: Federico P. Condat National High School

ELEMENTARY EDUCATION: Maangas Elementary School

TRANINGS:

Receiving and Responding Workplace Communication under TESDA courses (February 8,2021)

Participating in Workplace Communication under TESDA courses (February 8,2021)

Advanced MS Excel Functions, Tips and Tricks webinar conducted by Department of Information and Communication Technology Luzon Cluster (February 3-5, 2021)

Digital Literacy for Teachers webinar conducted by Department of Information and Communication Technology (Januray 13-15,202

Workshop in Handwriting Analysis, Google Earth Technology & Silent Language of Edupreners held by Educlouds, India & United Kingdom (January 10, 2021)

Apprenticeship training in Housekeeping, Food and Beverage Service, Table Setting held by M/V Super Ferry (Feb.26-March 6,2011)

National Certificate II in Food and Beverage Services: Accredited by Technical Skills Development Authority (TESDA), (March 30, 2011)

Integrated Circuit Assembly, (Production Operator)
TEXAS INSTRUMENTS, (Accredited by TESDA), 2013

WORK EXPERIENCE:

Visayas State University Integrated High School as Practice teacher

(November 12, 2020- February 12, 2021)

Speed Master Printing Corporation as Production Specialist

(June 9, 2015- Feb.9, 2016) and (Nov.10, 2016-April 10, 2017)

Peninsula Manila as Room Attendant

(Feb.28, 2015- May 16, 2015)

Ville Sommet Tagaytay as Room Attendant

(March 12, 2014 – November 18, 2014)

ACTIVITIES & INTEREST:

- Reading inspiration books, bible, researching
- Computer and Internet surfing
- Traveling
- Cooking

CHARACTER REFERENCES:

Dr. Susan Enage

Instructor in VSUIHS

Baybay City, Leyte

09678957853

Dr. Vicente Quiton

Retired professor/former vice-president of VSU

Barangay Cangumbang, Palo Leyte

09178855903

Dr. Melinda Lavega

Retired Professor of VSU

Davao City

09287678432

Marivic Flores Peñalosa

Instructor in VSU

Bontoc, Southern Leyte

09264856138

I hereby certify, under the penalty of law, that the above stated information is true and correct.



Jessa R. Suello
Applicant