

CHRISTIAN DAVE BROÑA
Barangay Masarayao, Kananga, Leyte
0977-387-2885
davebrona@gmail.com



PROFILE

A driven and diligent graduate with a degree in Psychology. Seeking a job as an Administrative Aide III (Clerk I) position at Visayas State University-Main Campus where I can contribute my abilities and knowledge in human resources while also gaining valuable experience to advance my career.

EDUCATIONAL BACKGROUND

- | | |
|-----------|---|
| 2018-2022 | University of the Philippines Visayas Tacloban College
Bachelor of Arts in Psychology (<i>Cum Laude</i>) |
| 2016-2018 | Valencia National High School
Science, Technology, Engineering, and Mathematics (<i>With High Honors</i>) |

ELIGIBILITY & CERTIFICATION

- | | |
|------------|--|
| Sept. 2022 | Certified Six Sigma White Belt (<i>Six Sigma PH</i>) |
| June 2022 | Career Service Professional Eligibility (<i>Civil Service Commission</i>) |

WORK EXPERIENCES

- | | |
|--|-------------------------|
| Research Writer (<i>Inkfinite Writers</i>) | December 2022- Present |
| <ol style="list-style-type: none">1. Research designated topics by searching across various websites and journals2. Support clients in fully grasping their research purpose as well as provide work samples3. Review the client's comments and suggestions and adapt to creating the research4. Coordinate with the project coordinator for some instructions and concerns | |
| Data Encoder (<i>Tacloban City Planning and Development Office</i>) | November- December 2022 |
| <ol style="list-style-type: none">1. Encode in the database information obtained from transport surveys conducted in accordance with the Local Public Transport Route Plan2. Safekeep important documents, such as survey forms3. Ensure the data is accurately encoded by coordinating with the project leaders | |
| Field Researcher (<i>Food for the Hungry, Inc. & UP Visayas Tacloban College</i>) | September- October 2022 |
| <ol style="list-style-type: none">1. Conduct pilot testing of the survey protocol2. Interview participants using a survey protocol among identified beneficiaries of FHP programs3. Input the survey data in a template provided by the research team4. Assist in conducting the Focus Group Discussions and transcribe the recordings5. Responsible for the distribution of the tokens to the survey participants | |
| Peer Facilitator (<i>Guidance Counseling and Testing Services, OSA- UPVTC</i>) | AY 2021- 2022 |
| <ol style="list-style-type: none">1. Create and organize mental health-related activities and programs for students in the university, including making relevant publication materials for the social media page2. Conduct intake reports and interview sessions for certain students | |

SKILLS & TRAITS

- Has knowledge of the human resources field acquired through my degree program and training
- Skilled in research writing, data collection (e.g., interview), management, and analysis
- Trained in facilitating mental well-being programs
- Good interpersonal and communication (written and oral) skills
- Capacity to be adaptable in a work environment and collaborate with others
- Advanced understanding of computer operations and basic office operations (e.g., MS Word, PowerPoint, Excel)

CONFERENCES, SEMINARS, TRAININGS, & WORKSHOPS

- | | |
|-------------------|--|
| February 21, 2023 | HR Spotlight: Learning & Development (<i>Elizha Corpus Consulting</i>) |
| Oct. 5, 2022 | Basic Supervisory Skills (<i>HI-FOCUS Training and Development Services and Genesis EXP</i>) |
| Sept. 24, 2022 | Organizational Change and Management for Leaders (<i>PUP Graduate School, Master of Arts in Psychology Program</i>) |
| Sept. 21, 2022 | Human Rights and Psychological Ethics: Working Together for a Better World (<i>Global Network of Psychologists for Human Rights & International Council of Psychologists</i>) |

Sept. 13, 2022	Intro to HR Strategy (<i>Elizha Corpus Consulting</i>)
Sept. 9, 2022	Microsoft Productivity Tools (Word, Excel, & PowerPoint) (<i>Department of Information and Communications Technology</i>)
Sept. 7, 2022	The New Psychology for Recruiting and Selecting High Potential Talents (<i>ASEAMETRICS</i>)
Aug. 27, 2022	Human Resources in the New Normal: Unity in Progress (<i>PLSP Center for Mental Health</i>)
March 25-26, 2022	Katatagan Resilience Program Facilitators' Training (<i>UP Tacloban, Division of Social Sciences</i>)
Oct.1 &7, 2021	Learning Series on Unpacking Research Methodologies: Appropriateness and Usefulness in Social Sciences (<i>UP Tacloban, Division of Social Sciences</i>)
June 17 & 24, 2021	Research Proposal Writing Online Course Series (<i>Department of Health & Center for Health Development CaLaBaRZon</i>)
May 27-28, 2021	4th Eastern Visayas Psychology Conference (<i>UP Tacloban, Division of Social Sciences</i>)
April 22, 28, & 30, 2021	Peer Facilitators' Training- Workshop (<i>UP Tacloban, Office of Student Affairs</i>)
Feb. 2, 2021	Negotiation skills: Negotiate and resolve conflict (<i>Macquarie University Sydney-Australia</i>)
Jan. 31, 2021	Initiating and Planning Projects (<i>University of California, Irvine</i>)
Jan. 20, 2021	Psychological First Aid (<i>Johns Hopkins University</i>)
Aug. 27, 2020	Work Smarter, Not Harder: Time Management for Personal & Professional Productivity (<i>University of California, Irvine</i>)
Aug. 26, 2020	Leadership Through Social Influence (<i>Northwestern University</i>)
Aug. 24, 2020	Effective Problem-Solving and Decision-Making (<i>University of California, Irvine</i>)
Oct. 25, 2019	Regional Mental Health Youth Conference (<i>Department of Health Eastern Visayas & Center for Health Development</i>)

PAPER PRESENTATIONS

Paper Presentation, **"Complicated Grief, Informational Online Social Support, and PTSD Symptom Clusters Among COVID-19 Bereaved Filipino Individuals,"** UPVTC Psychology Undergraduate Thesis Presentation, UP Tacloban, Division of Social Sciences- Psychology Department, May 21, 2022

Paper Presentation, **"We are not the virus:" Exploring stigma experiences of healthcare workers during the COVID-19 pandemic,"** 4th Eastern Visayas Psychology Conference, UP Tacloban, Division of Social Sciences, May 28, 2021

ORGANIZATIONAL AFFILIATIONS

University of the Philippines Visayas Tacloban College (UPVTC) Psych Circle, Vice President for Communications and Publicity (AY 2021-2022), Escort (AY 2019-2020; AY 2018-2019)

University of the Philippines Visayas Tacloban College (UPVTC) Peer Facilitator's Group, Peer Facilitator (AY 2021-2022)

University of the Philippines (UP) Halcyon, Head, Technical Committee (AY 2020-2021; AY 2019-2020); Editor, Creatives Committee (AY 2019-2020); Member (AY 2018-2022)

Youth Advocates for The Philippines- Eastern Visayas Chapter, Youth Advocate (2018-2022)

VOLUNTARY WORK OR INVOLVEMENT IN CIVIC/ PEOPLE/ VOLUNTARY ORGANIZATIONS

March 17-19, 2022	Booklet Committee, Virtual Citywide Youth Leadership Training , UP Halcyon & DENR- Environmental Management Bureau Region 8
March 9, 2020	Host, Beauty Myth Forum: Empowerment through Body Positivity , UPTVC- Gender and Development Program
Dec. 18, 2019	Host, Testimonial Dinner 2019 for Psychometrician Passers , UPVTC Psych Circle,
Oct. 30, 2019	Organizer, UPLift: A Mental Health Awareness Project , Gender & Development Office, Office of Student Affairs, UP Halcyon, and UPVTC Psych Circle
May 8, 2019	Organizer, ARTivist 2019: Protect Our Species , UP Halcyon
Dec. 13, 2018	Organizer, Hue and Me 2018: A Crayon Drive Project , UP Halcyon
Oct. 27, 2018	Documentation Committee, Project Eskwela , UP Halcyon

SCHOLARSHIPS & NON-ACADEMIC AWARDS/ RECOGNITION

Outstanding Youth Awardee, Sangguniang Kabataan (SK) Masarayao, Kananga, Leyte, 2022

UP Alumni Association of Greater Los Angeles Scholar, 2021-2022

Positive Role Model, Drug Abuse Resistance Education, Ormoc City Police Station 2, 2017