

Full name: **ANICETA CALABIA BOYONAS**

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## **Profile**

I am Aniceta C. Boyonas, 46 years old, married with two kids. I consider myself a hardworking and resourceful professional with a proven ability to adapt to various job requirements. I am a committed, careful, and organized person with excellent interpersonal skills. As an excellent collaborator, I am eager to learn and develop new abilities. I am dependable and trustworthy, and I frequently seek new duties in a variety of job environments.

## **Education**

1984-1989: Baybay North Central School

Graduated with honors

1988- 1989: Baybay National High School

Top 5- First Year High School

2014-2015: Alternative Learning System (BICS).

2015: Baybay Techvoc (Bread & Pastry NC2)

2016: Palermo Hotel Institute of Tourism and Hospitality Inc. (Housekeeping NC2, Food & Beverage NC2)

2023-Graduated Cum Laude in BSED-English at Franciscan College of Immaculate Conception.

## **Work Summary**

2010: Life Insurance Sales Agent at St. Peter Baybay City Branch

Sells plans for insurance. Calls and meetings to build a client base with customers and prospective customers. Get and fit details about the needs of consumers with the insurance plans we sell.

#### 2013: LPG Sales Promoter

Engage with potential customers to inform them about the benefits of using LPG, including its efficiency, safety features, and environmental advantages.

#### 2013-present: Brgy. Secretary in Brgy. Zone 1, Baybay, Leyte

Do the office work in barangay hall. Keeps and preserves all of the barangay's records and papers. Responsible for any requests made for certifications, endorsements and other forms from the barangay.

### **Achievements**

- A volunteer through PGBI organization with diverse community services such as coastal cleaning, mangrove planting, feeding of malnourished children and senior citizens.
- Elected as officer of Brgy. Secretaries in the whole barangay of the City of Baybay.
- Elected as secretary of the Baybay Nutrition scholar in whole 92 barangay of Baybay City.
- Became a President of Women's Organization in our barangay, Zone 1, Baybay City, Leyte.
- Graduated Cum Laude in Bachelor of Secondary Education-Major in English at Franciscan college of Immaculate Conception (FCIC) Baybay City, Leyte.

### **Hobbies**

Singing

Planting flowers

Watching short movies