

**JERIC N. LUMANTA**

Sitio Tab-ang, Brgy. Kilim, Baybay City, Leyte

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**OBJECTIVE:**

To be able to contribute to organization's objective through service and responsibility.

**WORKING EXPERIENCE:**

Supply & Property Management Office

May 2015, December 2024

Admin Aide I

Management Information System (MIS) Project

July 2023, June 2025

DEMO I

Supply & Property Management

July 2025, Present

**SEMINARS, TRAININGS and WORKSHOPS ATTENDED:**

August 20, 21 2018 **Target Setting Workshop**

VSU ODAHRD

Visca, Baybay City, Leyte

August 15, 2018 **Orientation of Prime HRM of the CSC**

VSU ODAHRD

Visca, Baybay City, Leyte

January 15, 2019 **Orientation Workshop Among JO Clerks & Laboratory Technicians**

1<sup>st</sup> Floor CCE Bldg., VSU

Visca, Baybay City, Leyte

September 13, 2021 **ISO 9001:2015 Awareness/Re-awareness Webinar**

Visayas State University, Visca, Baybay City, Leyte

July 21-22, 2022 **Hands-Only Cardiopulmonary Resuscitation**

Visayas State University, Visca, Baybay City, Leyte

August 30-31, 2022 **ISO 9001:2015 Awareness/Re-awareness Seminar**

VSU RDE Hall

Visayas State University, Visca, Baybay City, Leyte

November 25, 2022    **5S Training for Utility and Messenger Personnel**  
 OVPAF, Conference Room, Admin. Building  
 Visayas State University, Visca, Baybay City, Leyte

June 15, 2023        **Landscape Training**  
 2<sup>nd</sup> Floor, CCE Building  
 Visayas State University, Visca, Baybay City, Leyte

August 29, 2023     **ISO 9001:2015 Awareness/Re-awareness Webinar**  
 Visayas State University, Visca, Baybay City, Leyte

**EDUCATIONAL ATTAINMENT:**

**Tertiary:**            Franciscan College of the Immaculate Conception  
 Andres Bonifacio St., Baybay City, Leyte  
 Associate in Computer Technology  
 Graduated March 2013

**Secondary:**        Baybay National High School  
 30 de Diciembre St., Baybay City, Leyte  
 Graduated March 2011

**Primary:**            Kantagnos Elementary School  
 Kilim, Baybay City, Leyte  
 Graduated March 2007

**Skills:**

- Encoder
- Ability to work under pressure
- Self-Motivation

**PERSONAL DATA:**

Age:	32
Gender:	Male
Birthdate:	December 05, 1992
Civil Status:	Married
Nationality:	Filipino
Religion:	Roman Catholic
Languages/ Dialects:	Tagalog and English

**CHARACTER REFERENCES:**

Mrs. Alicia M. Flores  
 Head, Budget Office  
 VSU, Visca, Baybay City, Leyte

