

Lynde Mae A. Resma

09489649332

lynderesma@gmail.com

Brgy. Bantagan Tanauan, Leyte



Objective

To secure a challenging position in a reputable organization to expand and fully utilize my learnings, knowledge and skills, while making a significant contribution to the success of the company.

Personal Data

Date of Birth : April 14, 1998
Place of Birth : Tacloban, City
Civil Status : Single
Citizenship : Filipino
Religion : Roman Catholic

Qualifications

- A PRC-Registered Teacher with a degree of Bachelor of Secondary Education-TLE
- Civil Service Commission Eligible

Skills

- Computer literate (Proficient in MS Office-Word, Excel, PowerPoint)
- Ability to pay full attention to what others are saying
- High stress tolerance and willing to be trained
- Team player

Education

EASTERN VISAYAS STATE UNIVERSITY – TANAUAN CAMPUS
SY 2015-2019 | Bachelor of Secondary Education Major in TLE

- Cum Laude
- Academic Excellence Awardee

TANAUAN SCOOLOF CRAFTSMANSHIP AND HOME INDUSTRIES, TANAUAN LEYTE
SY 2011-2014

MAGHULOD ELEMENTARY SCHOOL - TANAUAN LEYTE
SY 2005-2010

- 2nd Honors
- Best in English

Work Experience

FIELD ENUMERATOR *September 1, 2020 – September 30, 2020*

Philippine Statistics Authority | Tacloban, City

- Responsible for collecting census data by doing interviews door-to-door in a particular area
- Record and encode information from a survey
- Submit completed tasks to supervisor and discuss daily developments

ON THE JOB TRAINEE *April-May 2018*

Ocean View Hotel | Tolosa, Leyte

- Responsible for housekeeping activities
- Duties on Function Hall, Bar Counter and Pool area
- Prepare and sort ingredients in Kitchen

Character References

Hon. Gervacio F. Boco

Brgy. Chairman, Brgy. Bantagan Tanauan, Leyte
09054173073

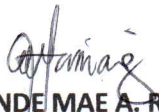
Mr. Lloyd C. Lequin

Brgy. Secretary, Brgy. Bantagan Tanauan, Leyte
09121930324

Mrs. Marilou A. Maceda

Teacher
09955073310

I hereby certify that the above information is true and correct to the best of my knowledge and belief.


LYNDE MAE A. RESMA
Applicant