



# Cherry E. Gasal

Objective : To be part of an organization or company where I can showcase my skills and abilities to my fullest capacity.

## Information

- Email: [cherrystevesgasal@gmail.com](mailto:cherrystevesgasal@gmail.com)
- Phone: 0945.884.0434
- Address: Brgy. Bagong Buhay, Ormoc City
- Birthdate: February 25, 1998

## Skills

- Clerical Skills
- Document Archiving
- Mathematical Skills
- Computer Literate
- Time Management

## ACHIEVEMENTS

- Licensure Examination for Teachers (LET) – September 2018
- Civil Service Eligibility (HONOR GRADUATE ELIGIBILITY)  
CERT #100108180308
- Science & Technology Student (New Ormoc City National High School)

## Education

Tertiary Level:	Eastern Visayas State University . Ormoc City Campus Don Felipe Larrazabal, Ormoc City
Course:	Bachelor of Secondary Education
Major:	Major in Mathematics 2014-2018 ( <i>CumLaude</i> )
SecondaryLevel:	New Ormoc City National High School Anubing St. Ormoc City 2010-2014 (Science&TechnologyStudent)
Primary level:	San Isidro Elementary School Brgy. San Isidro Elementary School 2004 -2010 (3rdHonorableMention)

## Job Experiences

### Clerical Support

Peso Resources Development Corporation (PRDC)

May2021-2024  
Billing Validation  
Document Handling  
Clerical Services  
General Corporate Services

### Front Desk Officer

Asia Novo Boutique Hotel Inc. (ANBHI)

May 2018-May 2021  
Greeted guests at front desk and engaged in pleasant conversations while managing check in progress  
Maintained organized and clean front office area to create professional and welcoming environments for visitors and employees, etc.

## Character References

### Mr. Jonathan Basmayor

Head Teacher II in Gaas Integrated School DepEd Ormoc City Division  
Contact Number: 0912.876.0047

### Mr. Johannes Paulus Yu

Master Teacher in New Ormoc City National High School  
Contact Number: 0968.851.9011

### Mrs. Gerlyn Amistad

Supervisor (Peso Resources Development Corporation)(PRDC)  
Contact Number: 0917.708.2452