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## **DEBRA JEAN M. DALIN-AS**

Kilim Baybay City, Leyte Contact

No. 09159823076

Email:

[debra.dalin-as@vsu.edu.ph](mailto:debra.dalin-as@vsu.edu.ph)



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### **QUALIFICATION**

- Dedicated and hardworking individual.
- Exceptionally versatile and adoptability.
- Exposed and interact with a wide variety of personality.

### **OBJECTIVE**

*I am currently looking for a position in an environment that offers a greater challenge, increased benefits for me and my family, and the opportunity to help the company advance efficiently and effectively.*

### **PERSONAL DATA**

<b>Date of Birth</b>	: September 7, 1993
<b>Citizenship</b>	: Filipino
<b>Sex</b>	: Female
<b>Civil Status</b>	: Single
<b>Height</b>	: 5'3
<b>Weight</b>	: 66kls.
<b>Religion</b>	: Catholic

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### **EDUCATIONAL ATTAINMENT**

#### **Tertiary**

**: VISAYAS STATE UNIVERSITY**  
ViscaBaybay City, Leyte  
Bachelor of Science in Agribusiness  
2014-2018

#### **Secondary**

**: BAYBAY NATIONAL HIGH SCHOOL**  
30 de Diciembre St. Baybay City,  
  
2007-2010

Leyte

#### **Elementary**

**: KILIM ELEMENTARY SCHOOL**  
Brgy. KilimBaybay City Leyte  
2001-2007

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## **SEMINAR EXPERIENCES**

- **Participant**  
**Stress Management Seminar**  
VSU Garden Beach Resort Function Hall  
17<sup>th</sup> day of November 2017
- **Facilitator**  
**Financial Literacy Seminar**  
VSU Garden Beach Resort Function Hall  
17<sup>th</sup> day of November 2017
- **Participant**  
Orientation/Re-orientation of Duties and Responsibilities of dDRCs and AdDRCs, and Cascading of Documents and Records Control Procedure Manuals and Guidelines
- **Participant**  
Virtual Data Privacy Act of 2012 Awareness Seminar
- **Participant Success**  
Orientation of Guidelines and Procedures on Processes/Services of the Offices under Administrative Services Office "ASO" (2024)
- **Participant Socials**  
FINANCIAL TRANSACTION FORUM

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## **PERSONAL AND TECHNICALSKILLS**

- Oriented in Microsoft Office Application such as:
  - ✓ Microsoft Office Word
  - ✓ Microsoft Excel
  - ✓ Microsoft Powerpoint
- Communication skills
- Decision making skill

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## **WORK EXPERIENCE(S)**

- **Production Specialist**  
**ON Semi-conductor Phils.**  
**MEPZ-1 Ibo**  
**Lapu-Lapu City, Cebu**

- **Results Associate**

**The Results Companies**

Mactan New Town  
Lapu-lapu City  
October 1, 2018-February 28,  
2019

- **Operator**

**Cebu Mitsumi Inc.**

Danao City, Cebu  
2012-2013

**CHARACTER REFERENCES**

- **Dr. Catherine C. Arradaza**

**Assoc. Prof. V**

Department of Horticulture  
Visayas State University  
ViscaBaybay City, Leyte  
catherine.arradaza@vsu.edu.ph  
09358591146

- **Mark Joshua S. Quevedo**

**EPS**

Graduate Education  
Visayas State University  
ViscaBaybay City, Leyte  
09464729894

- **Me-an D. Villas**

**Admin Officer**

Distance Education  
Visayas State  
University ViscaBaybay  
City, Leyte  
09612401950

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




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**DEBRA JEAN M. DALIN-AS**