

JERIC N. LUMANTA

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

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OBJECTIVE:

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

WORKING EXPERIENCE:

Supply & Property Management Office

May 2015, June 2023

Admin Aide I

Management Information System (MIS) Project

July 2023, Present

DEMO II

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**

1st 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 nd 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
November 29, 2023	The 5S Revolution for Clerks and Heads Visayas State University, Visca, Baybay City, Leyte
March 24, 2024	TECHNICAL EDUCATIONAL AND SKILLS DEVELOPMENT AUTHORITY (DRIVING) Brgy. Gaas, 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
- Driving

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