

## BRYAN DHELL B. BERSABAL

Address : Brgy. Liberty, Hilongos, Leyte  
Contact Number : 09109429253  
Email Address : [dhellbersabal@gmail.com](mailto:dhellbersabal@gmail.com)  
Birthdate : February 10, 1999  
Gender : Male  
Status : Single  
Religion : Roman Catholic



EDUCATION		
Level	Name of School	Year Graduated
Elementary	Liberty Elementary School	2012
Secondary	Sisters of Mary School - Boystown	2016
Tertiary	MLG College of Learning, Inc.	2021

ACHIEVEMENTS
<ol style="list-style-type: none"><li>1. First Honorable Mention   Elementary Level   2012</li><li>2. Academic Excellence Award   Tertiary Level   2021</li><li>3. Passer of the October 2022 Licensure Examination for Teachers (LET) with PRC License Number: 1992729</li></ol>

WORK EXPERIENCE
<ul style="list-style-type: none"><li>• I worked as an Office Clerk (SAS Secretary) at MLG College of Learning for three (3) years already starting September 2021 until the present.</li></ul>

SKILLS
<ol style="list-style-type: none"><li>1. Computer/Technological Skills<ul style="list-style-type: none"><li>• I am good in the use of the major Microsoft Office applications such as Microsoft Word, Microsoft Power Point, &amp; Microsoft Excel.</li><li>• I have basic knowledge in editing softwares such as Photoshop and Canva.</li></ul></li><li>2. Clerical Skills<ul style="list-style-type: none"><li>• I have fast typing skills.</li><li>• I have keen attention to details of reports.</li><li>• I am systematic in terms of labeling and storing documents.</li></ul></li><li>3. Managerial Skills<ul style="list-style-type: none"><li>• I have spatial knowledge about the whereabouts of my documents.</li><li>• I can be strategic in storing my documents.</li></ul></li><li>4. Research Skills<ul style="list-style-type: none"><li>• I do research to help me improve my work especially to clarify gray areas that I may not understand.</li></ul></li></ol>

INTERESTS/HOBBIES	
1. Singing especially in karaoke	
2. Watching movies	
3. Reading articles from the internet	
4. Social media scrolling	

CHARACTER REFERENCES		
Name	Address	Contact Information
Arniel P. Viscara, LPT	Brgy. Naval, Hilongos, Leyte	09176373302 <a href="mailto:aviscara@mlgcl.edu.ph">aviscara@mlgcl.edu.ph</a>
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