

JESSA S. BENA

Sitio San Vicente, Brgy. Kilim
Baybay City, 6521 Leyte
0950-832-1608



OBJECTIVE:

To be able to contribute to the success of the company by fully utilizing my knowledge, skills, and experiences in a position that offers challenging responsibilities as well as opportunities for career and personal growth development.

QUALIFICATION:

Extremely motivated and passionate in whatever I choose to do, with strong interpersonal and communication skills. Know how to handle and deal with different kinds of people and circumstances. And can effectively work independently and in cooperation with others.

EDUCATIONAL BACKGROUND:

Tertiary	Polytechnic University of the Philippines Bachelor of Science in Business Administration, Major in Marketing Management- <i>Undergraduate</i> Sta. Mesa, Manila 2014-2018
Secondary	Highway Hills Integrated School Calbayog St. Brgy. Highway Hills, Mandaluyong city 2010-2014
Primary	Nueve de Febrero Elementary School 9 de Febrero St. Brgy. Addition Hills Mandaluyong City 2004-2010

EMPLOYMENT BACKGROUND:

- **Dining Staff**
Kyukyu Ramen 99
Starmall, Shaw Blvd., Mandaluyong City
March, 2020
- **Sales Clerk**
Supervalue Inc.
518 Cherry Foodrama, Shaw Blvd., Mandaluyong City
August, 2019 to February, 2020
- **Service Crew**
McLoveJoy Restaurant (Mcdonald's Franchise)
Brgy. Daang Bakal, Mandaluyong City
February, 2017 to February, 2019
- **Admin Assistant/ Encoder (OJT)**
Adspot. Inc.
Brgy. Addition Hills, Mandaluyong City
December, 2015 to February, 2016

ACHIEVEMENT:

- **Civil Service Examination (Sub-Professional)**
Passed, 86.99%
Civil Service Commission
Saint Joseph College, Maasin City, Leyte
August 7, 2022

PERSONAL INFORMATION:

Birthday	:	June 22, 1998
Birthplace	:	Baybay, Leyte
Age	:	24 years old
Gender	:	Female
Civil Status	:	Single
Height	:	4'11"
Weight	:	65 kgs

CHARACTER REFERENCES:

Mr. Al Ryan Mahinay

Asst. Store Manager Trainee
3517 Albuera 7-Eleven Corp.
0955-651-9220

Ms. Rosalina Tabaranza

Customer Service Representative
Concentrix, Cebu
0967-798-5053

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


IESSA S. BENA

Applicant