



DENMARK GODMALING

JOB APPLICANT

CAREER OBJECTIVE

Extremely motivated to develop my skills, strive for excellence, and grow professionally

SKILLS

- Strong oral, written, and interpersonal communication skills
- Successful working in a team environment, as well as independently
- The ability to work under pressure and multi-task
- The ability to follow instructions and deliver quality results

CHARACTER REFERENCES

Melanie M. Matinao

Department Head
Inopacan Municipal Office
Cell: 09061866977

Fatima T. Baliña

College Professor
Visayas State University
Cell: 09357348765

Aries Gomez

Assistant Manager
Legato Health Technologies Philippines, Inc.
Cell: 09994648731

James Marlon Manabat

Operation Manager
Legato Health Technologies Philippines, Inc.
Cell: 09178673855

WORK EXPERIENCE

Customer Service Representative

Legato Health Technologies Philippines, Inc.
September 2019- October 2020

- Responded to customer questions via telephone and written correspondence regarding insurance benefits, provider contracts, eligibility and claims
- Analyzed data to address operational challenges and customer service issues
- Provided external and internal customers with requested information

Office Staff

Inopacan Municipal Office
July 2018 to December 2018

- Handled incoming calls and other communications
- Managed filing system
- Performed general office clerk duties and errands
- Coordinated events

EDUCATIONAL ATTAINMENT

Visayas State University

Bachelor of Science in Development Education
(2014-2018)

HOW TO REACH ME

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