

## EDISON BAYO

edsonbayo1997@gmail.com

0935-630-3063 /0992-596-8360

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### Summary

A dynamic professional with a diverse background that brings a unique blend of expertise in entrepreneurship, education, and administration to the table. Holding a Bachelor of Science in Entrepreneurship, complemented by 24 units in Professional Education -a licensed Professional Teacher and a certified TESDA TVET Trainer.

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### Personal Information

<b>Date of Birth:</b>	May 28, 1997
<b>Place of Birth:</b>	Abuyog, Leyte
<b>Age:</b>	27 years old
<b>Sex:</b>	Male
<b>Civil Status:</b>	Married
<b>Nationality:</b>	Filipino
<b>Religion:</b>	Born Again Christian
<b>Father's Name:</b>	Eduardo E. Bayo
<b>Mother's Name:</b>	Jessica L. Bayo
<b>Spouse Name:</b>	Jonavie P. Bayo

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### Education

**ABUYOG COMMUNITY COLLEGE**  
**SECONDARY EDUCATION (T.L.E Major)- SUPPLEMENTAL**  
2020-2022

**CEBU TECHNOLOGICAL UNIVERSITY**  
**MASTER IN PUBLIC ADMINISTRATION**  
2020-2021

**ABUYOG COMMUNITY COLLEGE**  
**BACHELOR OF SCIENCE IN ENTREPRENEURSHIP**  
2016-2020

**VISAYAS STATE UNIVERSITY**  
**BACHELOR OF SCIENCE IN COMPUTER SCIENCE**  
2015-2016

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## Career history

**General Manager / School Administrator** at  
**JSR Technical Vocational School Incorporated**  
**August 2020 - Mar 2024 (3 years 9 months)**

### **Responsibilities:**

*Responsible for Leadership and Strategic Planning, Administrative Oversight, Staff Management, Regulatory Compliance by Ensuring an adherence to accreditation requirements set by TESDA and LTO.*

**TESDA Trainer – Driving NC II & Driving NC III**  
**JSR Technical Vocational School Incorporated**  
September 2022 – March 2024

### **Responsibilities:**

*Responsible for Curriculum Development, conduct lectures, demonstrations, and practical sessions in accordance with the curriculum.*

**SK Kagawad**  
**Sangguniang Kabataan**  
June 2018- November 2023

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### **Skills:**

- Time Management
- Leadership
- Adaptability
- Teamwork
- Communication
- Conflict resolution
- Computer literacy
- Critical thinking

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### **Language**

- English
- Tagalog
- Bisaya
- Waray-waray

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### **Licences & certifications**

- Licensed Professional Teacher
- Philippines Driver's License Code 1, 2
- Trainers Methodology (TM 1)
- National TVET Trainer certificate in Driving NC II
- National TVET Trainer certificate in Driving NC III

- Bookkeeping NC III
- Driving NC II
- Driving NC III
- Beauty care Services (Nail Care) NC II
- Introduction to Electrical Installation and Maintenance
- Orienting oneself to Environmentally sustainable work standards
- Microsoft Digital Literacy
- Introduction to Computer Systems Servicing
- Exercising Sustainable Development in the Workplace
- Practicing COVID-19 Preventive Measures in the Workplace
- Diesel Engine Tune up
- Basic Spray Paint
- Introduction to automotive Servicing
- Automotive Battery Servicing
- Participating, Receiving & Responding to Workplace Communication
- Establishing & Operating Micro-Small Enterprise
- Lifelong learning skills: Basic Health Care for TVET Provider
- Working in Gender-Diverse Environment
- Entrepreneurship Training Program
- Entrepreneurial Mind-setting
- Performing Solid Waste Management in the Workplace
- 9th Regional Business Summit
- Personality Development Seminar

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### Character reference;

**JOEL H. TORRES, LPT**  
 DEPED - Personnel  
 Brgy. Tadoc Abuyog, Leyte  
 0936-240-5927

**GLEEN B. CONDALOR**  
 LTO / TESDA Instructor  
 Pob. Javier Leyte  
 0915-394-4898

**HON. ELMA N. NIÑO FRANCO**  
 Brgy. Captain  
 Brgy. Pagsang-an Abuyog, Leyte  
 0936-893-8503