



# DAN EFRAIM C. GALLEGO

## OBJECTIVE

To be part of an organization wherein I can share my knowledge and work experiences and learn new skills that will make me a better Employee.

## EDUCATION

**Franciscan College of the Immaculate Conception, Baybay, Leyte, Incorporated**

Bachelor of Science in Business Administration  
Major in Financial Management  
2016 - 2020

**Visayas State University Baybay City, Leyte**

Bachelor of Science in Hotel, Restaurant and  
Tourism Management  
2008 - 2009

**Baybay Institute of Technology**

**Baybay City, Leyte**  
Bachelor of Science in Nautical Science  
2007 - 2008

## PROFILE

### DATE OF BIRTH:

February 2, 1991

### AGE:

32

### CIVIL STATUS:

Single

### RELIGION:

Christian Evangelical Fellowship

### ADDRESS:

Brgy. Buenavista, Baybay City, Leyte

## CONTACT

### PHONE:

+639502536868

### EMAIL:

gdaneffrain@gmail.com

## EXPERIENCE

### INTERNSHIP

**Baybay City Water District - Production and Water  
Quality Division**  
300 hours

### PAID WORK EXPERIENCE

**Wall Street Courier Service - Station Officer**  
2020 - 2023

**Anistar Trading Corporation - Checker**  
2014 - 2016

**Mang Inasal Baybay Branch - Service Crew**  
2010 - 2014

## SKILLS

- Experienced with Microsoft Office Application: Microsoft Excel, Microsoft Word, Microsoft Powerpoint.
- Experienced in basic usage of Google tools.
- Experienced in handling and leading a group of people.
- Can multitask.
- Can work in a challenging and scheduled-shifting environment.

## AWARDS

- Search for Best Applicant (2017)
- Best in Feasibility Study (2019)
- Best in Practicum (2020)
- Honor Student A.Y. 2019 - 2020

## REFERENCE

**AIZA B. BESAVILLA**

DPO - Admin Aid III  
Visayas State University  
Contact No.: 09556130793

**JUCEL CANDO**

STATION OFFICER  
Ninjava Baybay Hub

**JOHANNE MARCELO L. BACUSMO**

BCWD Project Planning and Development Assistant B  
Contact No.: 09552501694

**SISTER M. EMILIE IGANO, OSF**

FCIC - Program Head of Business Administration Department  
Contact No.: 09195628529

**KRISTINE YBURAN**

Mang Inasal Baybay Branch - Manager  
Contact No.: 09069043549