

# ALLYZA JANE T. TAPIL

R.V. Fulache Street, Eastern Poblacion,  
Hilongos, Northern Leyte

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## SUMMARY

- Objectives:** To secure a responsible career opportunity to fully utilize my trainings, skills, and experiences while making a significant contribution to the success of the students and company.
- Skills and Traits:** Excellent in student interaction, patient and friendly, great communication skills, reliable in the given responsibility, is flexible at work, trustworthy and good at time management, fast- learner, good computer skills in MS Word, MS PowerPoint, MS Excel, and graphic design.
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## PERSONAL DATA

- Age** : 26 years old  
**Height** : 5'2 ft.  
**Weight** : 54 kg.  
**Date of Birth** : August 30, 1998  
**Place of Birth:** Cebu City  
**Civil Status** : Single  
**Religion** : Roman Catholic  
**Nationality** : Filipino
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## EDUCATIONAL BACKGROUND

- Primary** : Minglanilla Central School  
Poblacion Ward 1, Minglanilla, Cebu  
2005-2011
- Secondary** : University of the Visayas Minglanilla Campus  
Tiber, Minglanilla Cebu  
2011-2015
- Tertiary** : University of San Jose - Recoletos  
Magallanes St., Cebu City  
2015 – 2019  
Bachelor of Science in Hospitality Management General

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### **SEMINARS and TRAININGS ATTENDED:**

- Youth Tourism Conference 2015: Gearing up for ASEAN Integration  
27<sup>th</sup> day of September 2015, SM City Cebu Trade Hall, North Reclamation Area, Cebu City
- Seminar Workshop on First Aid and Basic Life Support based on the current International Liaison Committee on Resuscitation (ILCOR) and American Heart Association (AHA) Guidelines  
14<sup>th</sup> day of May 2016 at University of San Jose- Recoletos Magallanes Street, Cebu City
- The Keys to a Successful Food Business  
13<sup>th</sup> day of August 2016 at Tourism Center, University of San Jose- Recoletos Magallanes Street, Cebu City
- How to become a Trip Advisor  
3<sup>rd</sup> of day September 2016 at Tourism Center, University of San Jose- Recoletos Magallanes Street, Cebu City
- Pursuing a Career in the Culinary Industry  
17<sup>th</sup> day of September 2016 at Norberto Quisumbing Hall, University of San Jose- Recoletos, Magallanes Street, Cebu City
- Basic Fruit Carving : Popular Skills and Techniques fpr Plating and Centerpieces  
24<sup>th</sup> day of September 2016 at Cafe Recoletos, Univeristy of San Jose- Recoletos Magallanes Street, Cebu City
- The Millennial Workforce: How they benefit the Tourism and Hospitality Industry  
8th day of October 2016 at Cebu Parklane International Hotel Escario St., Cebu City
- Josenian Mercado Food and Beverage Expo  
3rd day of October 2016 at University of San Jose- Recoletos Main Lobby Magallanes Street, Cebu City
- 1<sup>st</sup> On-the-Job Training at Café Breeze of Bayfront Hotel Cebu on the 20<sup>th</sup> day of February 2017 Kaohsiung St., North Reclamation Area, Cebu City
- Training course in Hotel Management Suite on the Month of March 2017 at University of San Jose – Recoletos
- 2<sup>nd</sup> On-the-Job Training at MJ Hotel and Suites on the 7<sup>th</sup> day of February 2019

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**ACHIEVEMENTS**

5 <sup>th</sup> Honorable Mention –	High school -	SY. 2014-2015
Commerce Dean’s Lister -	College	
	1 <sup>st</sup> year: 1 <sup>st</sup> Semester – S.Y. 2015-2016	
	2 <sup>nd</sup> Semester – S.Y. 2015-2016	
	2 <sup>nd</sup> year: 1 <sup>st</sup> Semester – S.Y. 2016-2017	
	2 <sup>nd</sup> Semester –S.Y. 2016-2017	
	3 <sup>rd</sup> year: 1 <sup>st</sup> Semester – S.Y. 2017-2018	
	2 <sup>nd</sup> Semester –S.Y. 2017-2018	
	4 <sup>th</sup> year: 1 <sup>st</sup> Semester –S.Y. 2018-2019	
Commerce Cum Laude -	College -	S.Y. 2018-2019

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**WORK EXPERIENCES**

*Patient Facilitator -	November 03, 2022- February 28, 2023 Cebu Doctor’s University Hospital
*Reservations In-charge-	December 03, 2021 – September 19, 2022 Golden Prince Hotel and Suites
*Online ESL teacher -	September 30, 2020 –July 19, 2024 ACADSOC LTD. and 51Talk (Part-time)
*Office Staff –	July 10, 2020 – September 20, 2020 Map Alviola Construction Site
*Front Desk Officer –	May 03, 2019 – July 30, 2020 Mandarin Plaza

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**CHARACTER REFERENCES**

**MS. MAYLIN NARVASA**

Sales Executive  
Golden Prince Hotel and Suites  
Acasia Street, Barangay Camputhaw, Cebu City  
+639770794608

**MS. JANICE A. ANOG**

Front Office Supervisor  
Mandarin Plaza Hotel  
Archbishop Reyes St. Cebu City  
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**MS. MARIELLE A. COLINA**

Research Coordinator & Faculty Member  
University of San Jose – Recoletos  
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