



Genalyn Almoroto Arma
Bry. Balagtas, Matag-ob, Leyte, 6532,
09517998500
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OBJECTIVES:

- To obtain a position where I can maximize my skills
- Eager to learn new things and willing to undergo trainings and seminars as well;
- Willing to adjust in working people with varied personalities.

PERSONAL INFORMATION :

Nickname:	Gen/Gen
Birth Date:	October 29, 1993
Birth Place:	Brgy. Balagtas, Matag-ob, Leyte
Sex:	Female
Age:	28 years old
Civil Status:	Single
Citizenship:	Filipino
Height:	5' 2''
Weight:	47kls.
Blood Type:	O
Religion:	Roman Catholic
Father's Name:	Eleazar B. Arma
Mother's Name:	Rebecca A. Arma

EDUCATIONAL ATTAINMENT:

- TERTIARY: Visayas State University
Cagnocot, Villaba, Leyte
Bachelor of Elementary Education
Year graduated 2016-2017

- SECONDARY: Matag-ob National High School
San Guillermo, Matag-ob, Leyte
Year Graduated 2007-2008

- Primary: Balagtas Elementary School
Balagtas, Matag-ob leyte

PERSONAL QUALITIES:

- God-fearing with a public figure
- Hardworking can work without supervision
- Responsible, Dedicated , committed and motivated to work
- Proficient in MS Office (Word, Excel and Power Point)
- Good in customer service
- Honesty, Patience, Self-Confidence
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- WORK EXPERIENCE

❖ Main Stock Clerk/Customer Care Staff

Executive Optical

April 2018- June 2022

❖ COLEMELEC J. O

July 22-September 2022

CHARACTER REFERENCES:

Dean, Visayas State University- Villaba

Dr. Merlita D. Veloso

Visayas State university- Villaba Campus,

Villaba, Leyte

Prof. Gloria R. Pelayo

Department Head of Education

Visayas State University- Villaba campus

Villaba, Leyte

Ms. Lyn C. Refuerzo

Branch Manager

Executive Optical

Robinsons Place Ormoc

Mr. Artemio T. Almoroto

SB Member of New LGU Matag-ob

Mrs. Arnelda F. Misa

Acting Election Officer III

Matag-ob, Leyte