

## **JESSA S. BENA**

Sitio San Vicente, Brgy. Kilim  
Baybay City, 6521 Leyte  
0950-832-1608



---

### **OBJECTIVE:**

To able to contribute to the success of the company by fully utilizing my knowledge, skills, and experiences in a position that offers challenging responsibilities as well as opportunities for career and personal growth development.

### **QUALIFICATIONS:**

Extremely motivated and passionate in whatever I choose to do. With strong interpersonal and communication skills. Know how to handle and deal with different kinds of people and circumstances. And can effectively work independently and in cooperation with others.

---

### **EDUCATIONAL BACKGROUND:**

Tertiary	<b>Polytechnic University of the Philippines</b> Bachelor of Science in Business Administration, Major in Marketing Management- <i>Undergraduate</i> Sta. Mesa, Manila 2014-2018
Secondary	<b>Highway Hills Integrated School</b> Calbayog St. Brgy. Highway Hills, Mandaluyong city 2010-2014
Primary	<b>Nueve de Febrero Elementary School</b> 9 de Febrero St. Brgy. Addition Hills Mandaluyong City 2004-2010

## EMPLOYMENT BACKGROUND:

- **Dining Staff**  
KyuKyu Ramen 99  
G. Floor, Starmall, Shaw Blvd., Mandaluyong City  
March, 2020
- **Sales Clerk**  
Supervalue Inc.  
518 Cherry Foodrama, Shaw Blvd., Mandaluyong City  
August, 2019 to February, 2020
- **Service Crew**  
McLoveJoy Restaurant  
Brgy. Daang Bakal, Mandaluyong City  
February, 2017 to February, 2019
- **Admin Assistant/ Encoder (OJT)**  
Adspot. Inc.  
Brgy. Addition Hills, Mandaluyong City  
December, 2015 to February, 2016

## ACHIEVEMENT:

- **Sub-Professional, First Level Eligibility**  
*Passed*  
Civil Service Examination  
Saint Joseph College, Maasin City, Leyte  
August 7, 2022

## PERSONAL INFORMATION:

Birthday	:	June 22, 1998
Birthplace	:	Baybay, Leyte
Age	:	24 years old
Gender	:	Female
Civil Status	:	Single
Height	:	4'11"
Weight	:	65 kgs

## CHARACTER REFERENCES:

**Mr. Al Ryan Mahinay**

Asst. Store Manager Trainee  
3517 Albuera 7-Eleven Corp.  
0955-651-9220

**Ms. Rosalina Tabaranza**

Customer Service Representative  
Concentirx Cebu  
0967-798-5053

*I hereby certify that the above information is true and correct to the best of my knowledge and belief.*

  
IESSA S. BENA

Applicant