



RUBY QUISAY CALESTERIO

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OBJECTIVE

To assume a key position commensurate to my qualifications.

SKILLS

- Microsoft Applications and internet proficient
- Good interpersonal skills
- Excellent in oral and written communication skills

ELIGIBILITY

- Board Eligibility
Licensure Examination for Teachers
(March, 2016)
- Civil Service Commission
Honor Graduate Eligible
(PD 907)

EXPERIENCE

- February 2015 – present
Information Officer II
Department of Agriculture (DA)
Regional Field Office VIII
- January 2012- February 2015
Media Production Aide (JO)
Department of Agriculture (DA)
Regional Field Office VIII
- July- August 2011
Statistical Researcher
National Statistics Office (NSO)
Leyte Provincial Office

EDUCATION

<i>Supplemental</i>	Leyte Colleges 2014-2015 Bachelor of Arts in Secondary Education
<i>Tertiary</i>	Leyte Normal University 2007 - 2011 Bachelor of Arts in Communication Graduated Cum Laude

AFFILIATIONS

- Youth Member, Sto. Niño Parish, Tacloban City
(2007-2012)
- 4th Year Representative, ABCOM Society
(2010-2011)
- Vice-President, ABCOM Society
(2009-2010)
- SK Councilor, Brgy 42-A
(2007-2010)
- Lector, Sto. Niño Parish, Tacloban City
(2003-2010)
- Auditor, ABCOM Society
(2008-2009)

PERSONAL INFORMATION

Age: 29
Sex: Female
Date of Birth: March 30, 1991
Status: Single
Religion: Roman Catholic
Citizenship: Filipino

CHARACTER REFERENCES

DR. ANDREW RODOLFO T. ORAIS

Chief, Field Operations Division
Department of Agriculture RFO-8
(+639) 175-706-564

MS EVA L. ROSAL

Head, AB Communication Unit
Leyte Normal University
Tacloban City
(+639) 173-047-960

ON-THE-JOB TRAINING

Global Interactive Solutions Inc. (GIS)

Date Started: July 19- August 6, 2010
Attending Coordinator: Mr. Ederlindo Cojuangco,
Project Coordinator and Marketing Head, GIS, Inc.
Function:
- Write feature stories about business

Leyte Samar Daily Express (LSDE)

Date Started: August 9, 2010- August 27, 2010
Attending Coordinator: Mr. Ven Labro, *Editor, LSDE*
Function:
- Write and submit daily Straight News Stories

TV Patrol Tacloban

Date Started: August 30, 2010- September 17, 2010
Attending Coordinator: Ms. Sharon Evite-Carangue,
Head of News Team, TV Patrol Tacloban
Functions:
- Submit news stories, feature stories & other requirements given by reporters
- Produce a TV plug

94.3 My Only Radio (M.O.R. FM) Tacloban

Date Started: September 20, 2010-October 8, 2010
Attending Coordinator: Mr. Elmer Jabien,
Head, M.O.R. FM
Functions:
- Perform surveys
- Produce radio advertisements as well as radio plugs

531 khz Radyo Diwa (AM) Tacloban

Date Started: October 11, 2010- October 29, 2010
Attending Coordinator: Mr. Regin Olimberio,
News Coordinator, RadyoDiwa
Function:
- Write and submit daily vernacular ("Waray-Waray") straight news stories