

Jerome Tamaca

Carigara, Leyte - Philippines

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I am a hard-working, motivated and enthusiastic Administrator/Culture and Art Program Coordinator with a proven track record in my former school Franciscan College of the Immaculate Conception.

I always strive to achieve the highest standard possible, at any given task and any situation.

I am accustomed to working in a challenging and fast-paced environment, particularly when dealing multiples projects and accomplishment at the same time.

Willing to relocate: Anywhere

I look forward to an opportunity to meet with you in your good office to discuss my qualifications.

OTHER INFORMATION:**Work Experience**

Administrator/Culture and Art Program Coordinator

FCIC - Baybay

2018 to 2020

- Office Development Plan
- Office Calendar of Activities
- Office Inventory
- Resource Speaker
- Trainings, Seminars and Workshops

College Instructor

FCIC - Baybay

2018 to 2020

School Band Moderator

FCIC - Baybay

2017 to 2020

Basic Education Teacher in Junior and Senior High School

Franciscan College of the Immaculate Conception Baybay

2017 to 2018

Education

Master of Arts in Education in Physical Education and Arts
(Undergraduate)
University of Visayas Main Campus Cebu City
2018 to 2019

Bachelor of Secondary Education in MAPEH
(Graduated)
2017

Skills

- Dance Instructor
- Event Coordinator
- Event Organizer
- Decorator
- Program Development
- Presentation Skills
- Instructional Design
- Case Management
- Program Management
- Event Planning
- Social Work

Languages

- English
- Tagalog
- Bisaya

- Waray

Certifications and Licenses

Nationalizing Research Publication in University of Visayas
Cebu City – (2018)

Driver's Licensed
September 2018 to September 2023