

AMIEL ROA ARMADA

Mobile Phone Number: 09154094809

PERSONAL DATA

ADDRESS : Brgy. 85 San Francisco St. San Jose Tacloban City
DATE OF BIRTH : November 16, 1973
PLACE OF BIRTH : Tacloban City
CIVIL STATUS : Married
CITIZENSHIP : Filipino
RELIGION : Roman Catholic
SEX : Male
FATHER'S NAME : Teodoro C. Armada
MOTHER'S NAME : Alma Roa Armada
AGE : 46 Years Old



OBJECTIVE

To be able to work and contribute all my skills and knowledge for the best of the University.

JOB DESCRIPTION

Administrative Assistant V

EDUCATIONAL BACKGROUND

- **COLLEGE** : LEYTE INSTITUTE OF TECHNOLOGY (EVSU)
Tacloban City
Course: Bachelor of Science in Industrial Technology
Major: Automotive Mechanic
Year Graduated: March 1995
- **VOCATIONAL/
TRADE COURSE** : LEYTE INSTITUTE OF TECHNOLOGY (EVSU)
Tacloban City
Course: Technical Trade Education
Major: Automotive Mechanic
Year Graduated: March 1992
- **HIGH SCHOOL** : LEYTE INSTITUTE OF TECHNOLOGY
Tacloban City
Year Graduated: March 1990
- **ELEMENTARY** : SAN JOSE COMMUNITY SCHOOL
San Jose Tacloban City
Year Graduated: March 1986

TRAININGS & SEMINARS

- Auto Products Applications and the Automotive Systems
Clorox Internationals Philippines, Inc.
May 18, 2006 Hotel Alejandro
Paterno Street, Tacloban City

- LTO Offensive Driving Seminar
LTO, Ormoc District Office
Ormoc City Philippines
February 23, 2006
- Personal Effectiveness
Mitsubishi Motors Cebu Corporation
Tacloban Branch
October 11, 2002
- MS24M40-3 (Diesel Engine Overhauling)
Mitsubishi Motors Philippines Corporation Training Center
April 3 – April 5, 2001
- MS3ELEC-2 (Electrical Troubleshooting)
Mitsubishi Motors Philippines Corporation Training Center
September 12 – September 14, 2000
- MS2F5M4-2 (E-WM/T Power Train)
Mitsubishi Motors Philippines Corporation Training Center
March 14 – March 16, 2006
- Costumer Service Seminar
Mitsubishi Motors Cebu Corporation
September 2 – 3, 1998

EMPLOYMENT RECORD

- | | |
|-----------------------------------------|----------------------------------------------------------|
| ➤ October 16, 2008 to Present | Administrative Aide VI
VISCA, Baybay, Leyte |
| ➤ December 1, 2004 to October 15, 2008 | Service Advisor/Supervisor
Ormoc Branch
Ormoc City |
| ➤ January 18, 2002 to November 30, 2004 | Leadman
Tacloban Branch |
| ➤ June 6, 2001 to December 5, 2001 | Acting Leadman
(Developmental Assignment) |
| ➤ May 1, 1996 to June 5, 2001 | Regular Technician |
| ➤ October 31, 1995 to April 31, 1996 | Probitionary SVC Technician |
| ➤ May 1, 1995 to October 30, 1995 | Contractual SVC Technician |
| ➤ November 1994 to April 1995 | Apprentice |
| ➤ June 1994 to October 1994 | On-the-Job Training |

CIVIL SERVICE ELIGIBILITY

*Certificate of Eligibility with number 26080138
Automotive Mechanic (LD)*

September 11, 2008

REFERENCES

- *Engr. Mario Lilio P. Valenzona*
Director, Physical Plant Office
VSU, Visca, Baybay City, Leyte
Contact number: 09176341517
- *Engr. Marlon G. Burlas*
Unit Head, Motor Pool Services
VSU, Visca Baybay City, Leyte
Contact number: 09176341520
- *Prof Jesusito L. Lim*
Head and Professor 3
Department of Pest Management
VSU, Visca, Baybay City, Leyte
Contact number: 09175309535