

Robert Jay C. Caindoc

Sto. Nino Street, Brgy. Poblacion, Albuera, Leyte

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PERSONAL INFORMATION

Full Name: Robert Jay C. Caindoc
Gender: Male
Date of Birth: January 23, 1999
Age: 21
Nationality: Filipino
Marital Status: Single
Height: 5'7
Weight: 86 kg
Religion: Roman Catholic
Interests: Business, Politics and Governance,
watching documentary films, History



CAREER OBJECTIVE

I am a fresh college graduate with a degree of BS in Agribusiness seeking a challenging career with a progressive organization that provides an opportunity to capitalize my knowledge, skills, and abilities in the field of agribusiness.

TECHNICAL SKILLS

- ☐ Microsoft Office (MS Word, Excel, PowerPoint, Internet, etc.)
- ☐ Financial Statements preparations
- ☐ Basic Accounting Management
- ☐ SPSS

PERSONAL SKILLS

- ☐ Highly organized and efficient
- ☐ Excellent written and verbal communication
- ☐ Ability to work independently or as a part of a team
- ☐ Proven leadership skills and interpersonal skills
- ☐ Time conscious

EDUCATIONAL BACKGROUND

Bachelor of Science in Agribusiness (2015-2020)

Visayas State University - Main Campus

Visca, Baybay City, Leyte

ACHIEVEMENTS/RESPONSIBILITIES

- ☐ Vice **President**, *VSU Society of Agribusiness Students* (2019-2020)

EMPLOYMENT HISTORY

- ☐ Part-time Instructor, Visayas State University-Main Campus (August 2020-February 2021)

REFERENCES

Will be provided upon request.