

Andre Lorenzo T. Bitangjol
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OBJECTIVE

Passionately learn and adapt skills and knowledge in any field of expertise to better improve myself not only as a human being but as a team player of the organization.

PROFESSIONAL EFFICIENCIES

- Good communication skills both verbal and written.
- Fast learner, highly motivated, and dependable troubleshooter
- Efficient to build a good relationship, utilize skills of workforce.
- Excellent interpersonal skills and customer relation skills.

AREAS OF KNOWLEDGE

- Networking
- Computer Hardware Repair and Troubleshooting

EMPLOYMENT HISTORY

Eastern Visayas Regional Medical Center (EVRMC)

Clerk I (Job Order) November 15, 2017 – December 31, 2020

A tertiary level teaching and training government hospital, ISO 9001:2015 certified and one of the most prestigious hospital that serves all individuals especially the poor. With my employment there, I acquired the patience and understanding your clients coming from diverse cultures and groups. These clients not only

require documents or requests from the establishment but also the understanding that they need mentally and physiologically.

Electrocomputer Data Systems (EDS)

Service Center Clerk

March 06, 2017 – November 12, 2017

The only authorized service center for laptops and printers available here in Leyte have made me accustomed in operating and exploiting basic troubleshooting with diverse devices ranging from android phones to printers of various kinds.

Local Government Unit (LGU) of Palo, Leyte

GPS Surveyor

June 2016 – Sept 2016

Serving for the LGU of Palo, Leyte as a GPS surveyor has made me acquire the knowledge of operating a GPS device in providing a more accurate and precise depiction of the location of a given household.

Freight Process Outsourcing Solutions Incorporated (FPOSI)

Biller

Feb 2016 – May 2016

Performed tasks such as encoding and recording important freight for shipping goods from other countries.

Misty Fortune Purified Drinking Water

Employee

2011

Conveyed successful water refilling services and products of the Misty Fortune to the local residents of Palo, Leyte. In addition to that, I also performed as a cashier inside the store.

EDUCATIONAL BACKGROUND

Don Vicente Quintero Memorial School (Primary)	2001 – 2003
Kapangian Central School (Primary)	2003 – 2007
Saint Mary’s Academy of Palo, Leyte (High School)	2007 – 2011
Leyte Normal University (Bachelor of Science in Information Technology)	2011 – 2017
Leyte Normal University (Masters in Management)	2019 – Present

SEMINARS ATTENDED

- **Orientation Seminar on Occupational Safety and Health to all EVRMC Employees** held at Eastern Visayas Regional Medical Center on December 11, 2019.
- **Revitalizing Region 8: A Shared Vision** held at Leyte Normal University – Graduate School on November 22, 2019.
- **ISO 9001:2015: A Powerful Tool Towards Problem-Solving and Decision Making In the 21st Century** held at Leyte Normal University – Graduate School on November 09, 2019.
- **Recognition, Recording, Reporting and Referral (4Rs) of Violence against Women and Children (VAWC)** held at Eastern Visayas Regional Medical Center on November 04 - 05, 2019.
- **Orientation on Program for Young Parents (PYP)** held at Eastern Visayas Regional Medical Center on July 29, 2019.
- **Talk on Qualitative Research by Dr. William "Bill" Atweh** held at Leyte Normal University – Graduate School on July 13, 2019.
- **Orientation for Job Order Employees on Pertinent Benefits** sponsored by the Eastern Visayas Regional Medical Center Human Resource Management Section on June 18, 2019.
- **ISO 9001:2015 Orientation** sponsored by the Eastern Visayas Regional Medical Center Human Quality Management System on April 04, 2019.
- **Cultivating Mental Health, Ethics and Diplomacy towards Efficient Public Service** held at Leyte Normal University Graduate School Convocation on April 28, 2019.
- **Orientation and Reorientation on Breastfeeding** held at Eastern Visayas Regional Medical Center on August 09, 2018.
- **ISO 9001:2015 Coaching and Mentoring** sponsored by the Eastern Visayas Regional Medical Center ISO QMS Office on March 23, 2018.
- **Sales Technical Enrichment Program (STEP) Seagate Product Training** sponsored by Seagate on May 24, 2017.

REFERENCES

Joshua Coritana

Barangay Tigbao, Tacloban City, Leyte

Administrative Officer III at Eastern Visayas Regional Medical Center

Zenaida Wenceslao

Barangay 92 Apitong, Crisostomo Subdivision, Tacloban City, Leyte

Barangay Counselor at Barangay 92 Apitong, Tacloban City

Alfie Stone

Tacloban City, Leyte

Employee at Electrocomputer Data Systems