



NORBERT JOHN O. VILLAS

Education Research Assistant

PROFILE

Age: 29 years old
Address: Apt. 49A, Kilbourne St.
VSU
Baybay City, Leyte
Nickname: "Bert"
Birthdate: April 2, 1994
Sex: Male
Nationality: Filipino
Civil Status: Married
Weight: 70 kg
Height: 164 cm
Spouse: Jansel Joi C. Villas
Religion: Roman Catholic
Language: Cebuano, Tagalog and English

CONTACT

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HOBBIES

Reading Articles
Writing Opinions
Research

EDUCATION

Visayas State University
2015-2022
Master of Management – Business Management

Visayas State University
2010-2014
Bachelor of Science in Agribusiness

Visayas State University Laboratory High School
2006-2010

WORK EXPERIENCE

Visayas State University – Education Research Assistant
January 2022– Present
Assist the Vice President in all activities and task assigned by the VP.
[Document the meetings, develop procedures, social media content manager, data analyst, etc.]

Department of Agrarian Reform - Documentor
March 2021 – August 2021
Document the Agrarian Reform Beneficiaries land titling application, send notice of meetings, assist the Agrarian Reform Officer on all the task assigned to them.

Department of Social Welfare and Development
May 2017 – December 2019
Development and Monitor Projects intended for 4Ps beneficiaries that will give them livelihood and ensures its sustainability until the goal of lifting them from poverty will be achieved.

SKILLS

Analytical	90%
Driving	90%
Content Writing & Research	90%
MS Office & Adobe	95%
Video & Photo Editing	85%