



**MA. COLEEN D. REMORTA**

Address: Kauswagan St., Bawod, San Isidro, Leyte, Philippines 6535  
Mobile: 09690361425  
Email: [crhianysabelle@gmail.com](mailto:crhianysabelle@gmail.com)

**OBJECTIVES**

- To secure a challenging position in a reputable organization to expand my learnings, knowledge, and utilize my skills, while making a significant contribution to the success of the company.

**PROFESSIONAL SKILLS**

- Graduate of Bachelor of Secondary Education Major in Music, Arts, Physical Education, Helath

**EDUCATIONAL BACKGROUND**

<b>Tertiary</b>	<b>Cebu Normal University</b> Cebu City	<b>2013 – 2017</b>
<b>Secondary</b>	<b>San Isidro National High School</b> San Isidro, Leyte	<b>2009 – 2013</b>
<b>Elementary</b>	<b>Baybay I Central School</b> Baybay City, Leyte	<b>2003 – 2009</b>

**SEMINARS/ TRAININGS ATTENDED**

- First Annual Conference for Physical Education Teachers
- Aids Seminar 2014
- Secondary Movements for Visually Impaired Students Training
- IELTS Training
- Sharepoint, Power BI, and Intro to Excel Training

- Online WFM NEO Training

**PERSONAL INFORMATION**

Born March 7, 1997 – Ormoc City, Philippines, Filipino, Roman Catholic, a mother, good in communication skills both oral and written (English & Filipino). Able to learn quickly, demonstrate flexibility, and persistence. Dependable, analytic, flexible, and hardworking. Can work well both independently and as a team. Can work under pressure.

**WORK EXPERIENCE**

**TARGET GLOBAL ENGLISH ACADEMY**

ESL Instructor  
July 2018 – January 2019

**TARGET GLOBAL ENGLISH ACADEMY**

IELTS Instructor  
January 2019 – July 2019

**SYKES ASIA INC.**

Customer Service Representative  
November 2019 – August 2020

**SYKES ASIA INC.**

OMD Analyst I  
August 2020 – April 2021

**LGU - SAN ISIDRO**

Encoder  
June 2021 - January 2022

**LGU - SAN ISIDRO**

Volunteer Teacher - San Isidro National High School  
January 2021 - June 2023

**WESTERN LEYTE COLLEGE OF ORMOC**

Substitute Teacher  
July 2023 - Present

**REFENRENCES**

**Wella Gingco**

Target Global English Academy – Academic Head  
Email: wellagingco@gmail.com

**Michael Angelo Sevilla**

Sykes Asia Inc. – Team Lead  
Mobile: +63 926 083 9591  
Email: michaelangelo.sevilla@sykes.com

**Jay – Ar Atentar**

Sykes Asia Inc. – GRP Supervisor  
Mobile: +63 917 705 3569  
Email: Jay.Ar.atentar@sykes.com