

TORDECILLA, GERLIE L.
31 Latag, Taal, Batangas
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OBJECTIVE:

To acquire valuable knowledge and skills to apply those that I learned in school in an actual work environment. In return, I offer my service and determination to be an asset to your company throughout the duration of my work.

PERSONAL DATA

Nationality	:	Filipino
Date of Birth	:	January 30, 2002
Place of Birth	:	Taal, Batangas
Age	:	20 years old
Sex	:	Female
Height	:	5'4
Weight	:	60 kg
Religion	:	Roman Catholic
Civil Status	:	Single
Language Proficiency	:	Tagalog, English

EDUCATIONAL BACKGROUND

Tertiary	:	Batangas State University Batchelor of Science in Information Technology Alangilan, Batangas City, 4200 Philippines 2020 – Present
Secondary	:	Senior High School Lemery Senior High School Information and Communications Technology (ICT) Atienza St. Brgy. Bagong Sikat, Lemery, Batangas 2018 – 2020
		High School Our Lady of Caysasay Academy Calle Camilo Ilagan, Taal, Batangas, 4208 Philippines 2014 – 2018
Primary	:	Our Lady of Caysasay Academy Calle Camilo Ilagan, Taal, Batangas, 4208 Philippines 2008 – 2014

WORK EXPERIENCE

- Administration and Encoding
St. Jude Training and Assessment Center
Lemery, Batangas
October 2019
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TRAINING AND SEMINARS

- 2D Animation NC III
April 6, 2019
- Detecting Attack Scenarios
Cyber Security Webinar
April 9, 2020, Google Virtual Meeting

CHARACTERISTICS AND SKILLS

- Good Communication Skills
- Excellent Interpersonal skills
- Computer Skills
- Willing to learn and explore new things
- Hard-working, Self-motivated

ACADEMIC ACHIEVEMENTS

- Dean's Lister 1st Semester - Batangas State University
February 17, 2022
- With Honors - Lemery Senior High School
Academic Excellence in Grade 12 SY. 2019-2020
- Conduct Awardee - Lemery Senior High School
SY. 2019-2020
- 2D Animation NC III Holder
April 2019
- With Honors – Lemery Senior High School
Academic Excellence in Grade 11 SY. 2018-2019

CHARACTER REFERENCES

- Frances Liane Mendoza
Professor, Batangas State University
- Januarie Castillo
Teacher, Lemery Senior High School
0909-216-0288

I hereby certify that the above information is true and correct to the best of my knowledge and belief.



GERLIE L. TORDECILLA
applicant