



## **LEONEL PAOLO S. RODRIGUEZ**

Room 213, Polytechnic Residence, P. Burgos St., Cebu City  
papaorodriguez@gmail.com  
0915 840 9195

### **WORK EXPERIENCE**

**Medical Biller/Customer Service Associate** November 30, 2016 – March 04, 2020  
Optum Global Solutions, a UnitedHealth Group Company  
Filinvest Cyberzone, Tower 2, Asia Town, IT Park  
Apas, Lahug, Cebu City

**Technical Support Representative** September 23, 2013 – December 15, 2015  
Convergys Philippines Services Corporation  
I2 Building, Asia Town, IT Park  
Apas, Lahug, Cebu City

### **SKILLS**

- **COMMUNICATION** – able to convey information clearly and simple (verbally and in writing)
- **IT TROUBLESHOOTING** – has the knowledge and ability to utilize computer hardware and software (i.e. MS Office and Windows)
- **RESEARCH** – analytical and problem solving
- **PUBLIC SPEAKING** – able to communicate and connect in public
- **LEADERSHIP** – able to influence socially towards the achievement of a goal

## EDUCATIONAL BACKGROUND

Graduate School: **UNIVERSITY OF SAN CARLOS (2018 – present)**

**Master of Science in Biology**

School of Arts and Sciences

Talamban, Cebu City

**Licensed Professional Teacher**

Board Passer (2018, Licensure Examination for Teachers)

Board Rating: 84.46%

Post-graduate: **UNIVERSITY OF CEBU (2016)**

**Certificate in Professional Education**

College of Teacher Education

Banilad, Cebu City

College: **WESTERN MINDANAO STATE UNIVERSITY (2012)**

**Bachelor of Science in Biology**

College of Science and Mathematics

Baliwasan, Zamboanga City

High School: **DON PABLO LORENZO MEMORIAL HIGH SCHOOL (2008)**

Sta. Maria, Zamboanga City

Elementary: **PASONANCA ELEMENTARY SCHOOL (2004)**

Pasonanca, Zamboanga City

## CHARACTER REFERENCE

**Ranel Larino, M.Sc.**

Chemistry Instructor

Southwestern University

Cebu City

0945 381 0006

**Vinchail Siason, MST**

Physics Instructor

Western Mindanao State University

Zamboanga City

0917 323 2159