



## Namion, John Kaye Ayson

Customer Service Representative

Address: #032 7<sup>th</sup> Don E. Sero Street., Rosary Heights 5, Cotabato City  
Birthday: November 24, 1994  
Age: 25  
Religion: Roman Catholic  
Sex: Male

### BACKGROUND AND OBJECTIVE

A teller and new accounts staff with sufficient experience in handling cash and deposit accounts and proficient in account management and customer relations, seeking more learning through a newly assigned task that is attributable to the entire institution's mission, vision and objectives.

### CONTACT INFORMATION

0917-7000-732  
Mobile Number

(064) 557-09-05  
Home Landline Number

(064) 421-35-35  
Office Landline Number

junknamion@gmail.com  
Personal E-mail Address

namion29171@metrobank.com.ph  
Workplace E-mail Address

### EDUCATION

**MASTER IN BUSINESS ADMINISTRATION – 1<sup>st</sup> Year**  
Notre Dame University, Cotabato City  
June 2017- March 2018

**BACHELOR OF SCIENCE IN ACCOUNTING TECHNOLOGY**  
Notre Dame University, Cotabato City  
June 2010- April 2014

SECONDARY:  
NOTRE DAME OF COTABATO, 2010  
*With Special Academic Honors*

ELEMENTARY:  
NOTRE DAME VILLAGE ELEMENTARY SCHOOL, 2006  
*Honorable Mention*

## WORKING EXPERIENCE

### CUSTOMER SERVICE REPRESENTATIVE – TELLER

Metropolitan Bank and Trust Company  
January 2015 – Present

### UNDERGRADUATE ON-THE-JOB TRAINEE

Bureau of Treasury Region 12 – Cotabato City  
2014

## ELIGIBILITY

### CAREER SERVICE PROFESSIONAL ELIGIBILITY

Civil Service Commission

### CAT Level II - REGISTERED COST ACCOUNTANT

National Institute of Accounting Technicians

## WORK ACHIEVEMENTS

Included in the Top 10 CSR-Tellers who topped the Nation-wide exam in Bank Operations in 2017

## SKILLS AND PROFICIENCIES

- ✓ Innovative, flexible and adaptive to change
- ✓ Can work with time constraints and diverse working environments
- ✓ Goal-oriented, passionate for results
- ✓ Excellent communication skills
- Proficient in Microsoft Word, Excel and PowerPoint Programs, with basic knowledge in Visual Basic and Adobe Photoshop

## TRAININGS AND E-COURSES

### COMPLETED E-COURSES ON:

- Bank Products and Policies
- Information Security
- Anti-Money Laundering Act Refresher Course
- Security Awareness

### ATTENDED ROADSHOW/S:

- ANTI-MONEY LAUNDERING ACT ROADSHOW

## AFFILIATIONS

### SOCIO-CIVIC AFFILIATIONS

- Member, JUNIOR CHAMBER INTERNATIONAL – COTABATO CITY CHAPTER
- Delegate, PHILIPPINE MODEL CONGRESS – SENATE OF THE PHILIPPINES

### ACADEMIC AFFILIATIONS:

- Editor-in-Chief, NOTRE DAME UNIVERSITY 2014 YEARBOOK CREATIVE TEAM
- Vice President for Academics, JUNIOR PHILIPPINE INSTITUTE OF ACCOUNTANTS – NOTRE DAME UNIVERSITY (2014)
- Managing Editor for Finance, ACTIDAMEAN, THE OFFICIAL STUDENT PUBLICATION OF NOTRE DAME UNIVERSITY (2013-2014)

## HOBBIES/INTERESTS

- Travel, Writing and Public Speaking



**Namion, John Kaye Ayson**  
Customer Service Representative – Teller

## CHARACTER/WORK REFERENCES

MR. ELYP . PASQUIN  
Branch Head, Metrobank Cotabato - Main  
(064) 421-35-35  
09177268913

MR. ULYSSES M. SUCALDITO  
Cash Management Services Assistant  
Metrobank Cotabato – Main  
(064) 421-23-71  
09171692402

MS. JULEE ANN A. GUIAMAL  
Customer Service Representative – Teller  
Metrobank Cotabato – Main  
(064) 421-23-71  
09178660815