

Richelle Dyan Tumpag Sobornido

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OBJECTIVE:

To pursue a career in management utilizing skills especially in finance and accounting services.

PERSONAL DATA

Date of Birth : November 18, 1996
Place of Birth : Bacolod City, Philippines
Age : 24 years old
Gender : Female
Nationality : Filipino
Civil Status : Single
Religion : Seventh - day Adventist
Height : 5'2"
Weight : 56 kg

ACADEMIC BACKGROUND

Tertiary : University of Saint La Salle
Bachelor in Science in Business Administration major in Operations Management
with certification in Human Resource
Batch 2018

Secondary : Negros Occidental High School
Batch 2013
Homeroom Top 10

Intermediate : Education and Training Center School II
Batch 2009
Academic Excellence in Filipino Journalism

QUALIFICATIONS

- Excellent customer service and computer-driven skills
 - Willing to learn
 - Punctual and reliable
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SEMINARS AND WORKSHOPS

- Management Immersion for Leadership Excellence
Nestle Philippines
 - Supply Chain Management Seminar
Bangko Central ng Pilipinas
 - Company Exposure
Globe Telecommunications-Cebu & J.P. Morgan Chase-Cebu
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CAMPUS AND COMMUNITY INVOLVEMENT

- Society of Young Accounting Technologists
Member
Jun-Oct 2014
 - Decision Makers Incorporation Club
Member
Jun-Oct 2016
 - LEAP La Sallians
Member
A.Y. 2016-2018
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WORK EXPERIENCE(S)

- Transcom Worldwide Inc.-Philippines
Billing Executive Consultant
Dec 2014 - Apr 2015
 - Bacolod Prime Food Corporation (Fast Food Chain Franchisee)
HR ASSISTANT
Mar-May 2017
 - Adventist Medical Center-Bacolod
Admitting Staff & Cashiering
July 2018 - Present
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CHARACTER REFERENCES

Micheal R. Severino
Manager
SPEED Equipment
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Business Proprietor
Jhile's Designs and Invitations
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