ELOIZA MARIE A. ABALA

BIRTH DATE : JUNE 11, 1999

AGE: 22

I am a Commerce student in University of San Jose Recoletos and is set to graduate in July 2, 2022. I'm a Fast learner, eager to learn and to work person seeking for a job where my knowledge and skills can be utilized and will help me grow as an employee in the business industry.

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WORK EXPERIENCE

SYKES ASIA INC. September 20, 2021- January 18, 2022

- Customer Service Agent
- This Job requires employees to take calls from customers and send emails to solve their inquiry and problems, and grant their requests regarding their travel booking in hotels, activities, and tour packages.
- Travel Account

Work Immersion, Creotec Philippine Inc. December 4, 2017 - December 14, 2017

- Checking of employee profiles and benefits, in this Job training it requires computer knowledge to encode the employee benefits and solving their profile problem.

SKILLS

- Effective Time Control
- Creative Problem-Solving
- Active listening
- Efficiency Under Pressure
- Critical Thinking
- Talented Customer Service
- Microsoft Skills
- Good Communication
- Organizational

EDUCATION

University of San Jose Recoletos June 2018 - June 2022

- Bachelor of Science in Business Administratio, Major in Operations Management
- Studies about the backbone of the business industry which merely includes logistic, supply chain, production management, Manufacturing, and other operations in the business.

Colegio de la Inmaculada Concepcion - Cebu June 2012 - April 2018

- Secondary School
- Studied Accountancy, Business, and Management in SHS

INTERESTS

- Home Workout
- Cooking
- Movies

AWARDS

- Dean's List Recognition For School Years: 2018-2019, 2019-2020, 2020-2021
- HP LIFE COURSES CERTIFICATES