

Peaches Marquez Tampus

335 Riverside – Arpili, Balamban, Cebu 6041

Mobile No.: +63 917 507 4199

Email Address: peachesmarquez@gmail.com**Current Location:** Balamban, Cebu**PERSONAL DATA**

Age: 31
 Date of Birth: August 9, 1990
 Gender: Female
 Civil Status: Married
 Height: 155cm
 Weight: 60 kg
 Nationality: Filipino
 Religion: Christianity - Catholic
 Permanent Address: 335 Riverside, Arpili, Balamban Cebu, Philippines 6041

WORK EXPERIENCE**I have been working for 8 year(s) and 8 months.**

1. Position: **Customer Account Executive**
 Duration: May 2011 – January 2017
 Company: Convergys Philippines Services, Inc.
 Company Industry: Call Center / IT-Enabled Services / BPO
 Location: 9th Floor, TGU Tower, Cebu IT Park, Lahug, Cebu City 6000
 Department: Customer Service / Sales / Billing / Technical
 Job Description:
 - Act as a leader in the absence of Team Leader and making sure goals are attained on a daily basis.
 - Leads to help team members in resolving work-related issues.
 - Assist Customer's General and Account Specific questions regarding services. - Resolves customer's Billing complaints by performing activities such as giving them a breakdown of charges, refunding money and adjusting of bills.
 - Contributes to Team effort by accomplishing related results as needed.

2. Position: **Teacher III**
 Duration: June 2018 – present
 Company: Buanoy National High School
 Company Industry: Education
 Location: Buanoy, Balamban, Cebu 6041
 Department: Social Science Department
 Job Description:
 - Develop curriculum to meet developmental goals and instructional activities.
 - Measure progress and accomplishments of students towards their academic achievements and provide regular feedback.
 - Encourage interactive learning by delivering personalized instructions.
 - Plan and implement educational activities.
 - Supervise classes to ensure all students are learning in a safe, respectful, thriving and productive environment.

EDUCATION

	Highest Education	Second Highest Education
Education Level:	MBA	Bachelor's Degree
Education Field:	Business Administration	Behavioral Sciences
Course:	Human Resource Organization Management	Psychology
School/University:	Southwestern University	Southwestern University
Location:	Cebu City, Cebu	Cebu City, Cebu
Date:	June 2011 – May 2012	June 2007 - March 2011

