



CAROLINE BUNA-OS BUENAVENTE

#23 Macedonia St.Phase 3- A Vista Verde

Executive Village Cainta, Rizal.

Mobile #: 09271629345/09994525057

Email add: buenaventecaroline@yahoo.com

OBJECTIVE: To work for the company that will present career advancement and contribution to the progress of the company as well as self - fulfillment.

WORK EXPERIENCE:

TELETECH

Customer Service Representative

(Back office/chat support)

Robinson's place 2nd flr Ortigas Ave. Ext.

Sto Domingo, Cainta

Aug. 26, 2021 up to the present

INSPIRO RELIA INC

Customer Service Representative

(inbound/outbound/email account)

Mayon St. Sampaloc, Manila

February 16, 2015 - March 18, 2020

MECTRON PHILS. INC.

PRODUCTION STAFF

ARANETA AVE. QUEZON CITY

MARCH 01, 2005 - MARCH 31, 2014

JOLLY PHILS. INC.

PRODUCTION STAFF

GITNANG BAYAN SAN MATEO RIZAL

AUGUST 26, 2004 - JANUARY 30, 2005

NIDEC PHILS. INC.

PRODUCTION ASSEMBLER
TECHNOPARK SANTA ROSA, LAGUNA
OCTOBER 17, 2003 – JULY 30, 2004

TOSHIBA PHILS. INC.

PRODUCTION ASSEMBLER
TECHNOPARK SANTA ROSA LAGUNA
FEB. 12, 2003 - AUGUST 27, 2003

TAKATA PHILS. INC.

JIG SETTER
TECHNOPARK SANTA ROSA, LAGUNA
AUGUST 05, 2002 – JANUARY 25, 2003

NEC TECHNOLOGIES PHILS. INC.

QUALITY ASSURANCE
MEPZ 1, PUSOK LAPU- LAPU CITY, CEBU
JANUARY 25, 2001 – JUNE 07, 2002

CEBU MITSUMI INC.

PRODUCTION ASSEMBLER
SABANG DANAOCITY, CEBU
JUNE 26, 2000 – JANUARY 10, 2001

NISSIN MONDE INC.

PRODUCTION STAFF
CASUNTINGAN MANDAUE CITY, CEBU
MAY 10, 1999 – MAY 29, 2000

EDUCATIONAL ATTAINMENT:**COLLEGE: UNIVERSITY OF CEBU**

BS CHEMICAL ENGINEERING
(2nd YEAR)
June 1996 – April 1999

SECONDARY: BOHOL INSTITUTE OF TECHNOLOGY

POB. TALIBON, BOHOL
June 1992 – March 1996

ELEMENTARY: CAMAMBUGAN ELEM. SCHOOL

CAMAMBUGAN, UBAY, BOHOL

June 1986 – March 1992

SPECIAL SKILLS:

Can operate CNC Machines, can read different measuring devices like Caliper, Micrometer, Bore gauge, Oscilloscope, Ohmmeter, Dial and Jig Indicator. MS Word, MS Excel.

CERTIFICATE OF ATTENDANCE:

CAREGIVING NC2

(TESDA SCHOLAR)

April 25, 2022-Sept. 05, 2022

“FINISHING COURSE FOR CALL CENTER AGENT” Sponsored by: THE BAGONG HENERASYON FOUNDATION INC.

April 13 to April 24, 2009, at Quezon City, Manila

ATTRIBUTES:

Hard-working, able to multitask effectively. Ability to learn quickly.

Able to work under pressure. Easily adapt to the environment.

PERSONAL INFORMATION:

AGE: 42

BIRTHDAY: DEC.08, 1979

BIRTHPLACE: UBAY, BOHOL

HEIGHT: 5'ft

MOTHER'S NAME: EDUVEJES A. BUNAOS

FATHER'S NAME: FRANCISCO P. BUNAOS

CIVIL STATUS: MARRIED

SPOUSE NAME: RONNEL E. BUENAVENTE

SEX: FEMALE

RELIGION: CHRISTIAN

WEIGHT: 52 Kg

CHARACTER REFERENCES:

MR. DARYLL ESTIPULAR

Team Leader

Inspiro Relia Inc

09983724574

MS. DIVINE ANGELES

Customer Service Representative

Inspiro Relia Inc
09210586191

Caroline B. Buenavente
Applicant