

## **ANTHONY B LIPARDO**

Barangay Ibabang Talim, Lucena City, Quezon, Philippines 4301  
09096840358

[anthony.lipardo.pnp@gmail.com](mailto:anthony.lipardo.pnp@gmail.com)

### **Summary**

Quick thinking Police Officer skilled in assessing risks and making critical decisions under extreme pressure. Dedicated Police Officer highly effective at taking leadership direction from superiors, as well as mentoring junior officers. Team-oriented and willing to learn new procedures to enhance performance.

### **Experience**

**Police Officer** (June 2014 to Present)

Special Action Force Philippine National Police - Camp Bagong Diwa, Bicutan, Taguig City, Metro Manila, Philippines

- Supervise and ensure that individual daily tasks and directives are accomplished without unnecessary delays.
- Consolidates weekly monitoring of SAF permanent issued cellphone numbers, monthly Disposition and Location of Troops.
- Drafts memorandum/action taken for dissemination to Chief of Offices and Line Units.
- Prepare and draft spot report to untoward incident on administrative matters of SAF personnel.
- Counter check all prepared and edited compliances.
- Assist section Chief in developing initial analysis based on available data.
- Responsible for maintaining the orderliness of the office.
- Completed and documented detailed reports on unusual incidents encountered.
- Identified issues, analyzed information, and provided solutions to problems.

### **Skills**

- Law Enforcement
- Administrative support

### **Education**

**2010 – Virgen Milagrosa University Foundation (San Carlos City, Pangasinan, Philippines)**

Bachelor of Science in Computer Science

### **Trainings**

- Public Safety Field Training Program (July 7, 2014 – June 30, 2015)
- Urban Counter Revolutionary Warfare Course (July 6, 2022 – December 28, 2022)
- Police Explosives Reconnaissance Course (November 29, 2021 – December 16, 2021)
- Special Action Force Commando Course (February 24, 2016 – October 26, 2016)