



JERALDIN NANIONG

OBJECTIVES

Seeking to work as an English teacher to bring my passion, experience, and education where I can apply my skills. Eyeing for a position where there will be a personal development, and at the same time benefiting my company and their clients with the service and commitment I am about to render.

HOW TO REACH ME

Contact: 0995-8140280
Email: jeraldinsebastian9@gmail.com
Address: San Agustin Norte,
Arayat, Pampanga

SKILLS

- Communication Skills
- Managerial Skills
- Staff Managing/Scheduling
- Good organizational skills
- Experienced in Excel
- Extensive Customer Service Skills
- Appointment Setter Experience
- Extensive Experience in Admin

tasks

PERSONAL DETAILS

Date of Birth : 09 April 1978
Civil Status: Married
Gender : Female

CAREER SUMMARY

Salon Manager / OIC

Menage Salon- Greenhills, San Juan
April 16, 2012 – July 31, 2020

Assistant Boutique Manager

Levis Singapore
July 12, 2010 – March 21, 2011

Customer Service Associate

Mango Singapore
November 1, 2008 – April 30, 2010

INTERNSHIP

Pio del Pilar
Aug 2000- Feb 2001

- Assist the cooperating teacher in preparing the classroom for students
- Work with individual students
- Learn classroom routines
- Discuss plans, duties, and activities with the cooperating teacher

CERTIFICATES

Licensure Examination for Teachers Passer

Philippines Professional Regulation Commission
August 26, 2001

120-Hour Teach English as a Foreign Language (TEFL) Certificate Course

TEFL PROFESSIONAL DEVELOPMENT INSTITUTE
January 26, 2021