

## **MYRADEL CHIN MONTAÑEZ**

Bugko, Mondragon, Northern Samar, Philippines

+63-907 290 7589

[montanezmyradel@gmail.com](mailto:montanezmyradel@gmail.com)

---

### **Professional Profile**

- 11 Years of Experience in the Teaching Field
  - Over 1 Year Experience as Customer Service Representative
  - Proficient in Microsoft Word, Excel and PowerPoint
  - Excellent communication skills
  - Fast learner, team player, capable of responsibly working independently
- 

### **Education**

#### **Master of Arts in Language and Literature**

University of Eastern Philippines

June 2015-May 2019

- Completed the Academic Requirements
  - Thesis is yet to be completed

#### **Bachelor of Arts major in Language and Literature Teaching**

University of Eastern Philippines

June 2006-April 2010

- Office of the Student Services Scholar
- 

### **Work Experience**

#### **Secondary School Teacher III**

Francisca Dominice National High School

July 9, 2012-Present

- Teaches students in the given schedule
- Conducted conferences with the stakeholders
- Served as speaker during Learning Action Cell
- Responsible for the consolidation of the anecdotal records submitted by the students
- Participated in the school-based collegial discussion about teaching-learning process
- Assisted in the conduct of certain school programs
- Prepared accomplishment and special reports quarterly
- Coordinated and planned for grade level activities
- Crafted action plans specific to a certain program
- Attended Seminar on Teaching and Learning Process

#### **Customer Service Representative**

Teleperformance Philippines, Inc.

November 8, 2010-March 12, 2012

- Assisted Australian customers to schedule a technician in fixing their phone line(Telstra)
- 

### **Volunteer Experience**

#### **Student Assistant**

Office of the Student Services

June 2007-April 2010

- Helped in the college enrollment process
- Assisted and served the athletes during the athletic meet
- Prepared and arranged the documents for college accreditation.