

ADRIAN CINCHEZ

CUSTOMER SERVICE
REPRESENTATIVE



ABOUT

I am looking for a suitable job and opportunity where I could practice my knowledge and develop my personality as a career person while utilizing my skills. To bring out harness the best of my potentials for the glory of God and for the benefit of my employer, the community and myself, in preparations for the future advancement to the top management and to join an interactive organization that will give me the opportunity to enhance my professional and communication skills in a dynamic and stable workplace.

SKILL

- **Video Editing in Sony Vegas**
- **Photo Editing in Photoshop**
- **Proficient in Microsoft Word**
- **Communication skills**
Through out the team
- **Time management**
- **IT Skills**
- **Customer Service**

EXPERIENCE

February 2021 - January 2022

Six Eleven Global Services

Customer Service Representative

- Giving free quotes to home owners to qualify them for Solar Panels
- Refinancing the mortgage of our leads into lower interest rate

EDUCATION

**UNIVERSITY OF THE IMMACULATE
CONCEPTION**

August 2021- April 2022

BS in Information Technology

- Undegraduate

RIZAL MEMORIAL COLLEGES INC.

August 2020 - July 2021

SENIOR HIGH SCHOOL

CONTACT



09562995240



acinchez@yahoo.com



Davao City, Philippines