



## Contact

### Phone

09567748083

### Email

jhemicaaradillos897@gmail.com

### Address

#70 Casa Nuestra, Bankal,  
Lapu-Lapu City

## Skills

Transferable skills

Can Multi-task

Fast Learner

Adaptability

Computer Literacy

Conflict Resolution

## Language

Tagalog

Cebuano

English

## Certificate

November 2021 | TESDA  
**Creative Web Design**

November 2024 | TESDA  
**Computer System Servicing NCL**

# Jhemica Aradillos

## Experience

April 27, 2025

*SK Gabi Council*

### Assistant Event Head Producer

- Supported the Head Producer in overseeing event execution, ensuring seamless coordination among technical and production teams.

March 2024 - June 2024

*Reisen Beauty Lounge*

### Customer Service Associate

- Assisted customers with inquiries and products or service related-issues in-person interactions.
- Handled transactions, returns, and exchanges, ensuring a smooth checkout process and accurate record keeping.

June 2022 - July 2022

*Save the Children*

### Enumerator

- Responsible for going house to house and conducting an interview with the beneficiaries.
- Requesting and verifying the personal information of the beneficiaries.
- Helping the children, indigent people, and those who are affected by the covid-19 Pandemic

## Education

### Bachelor of Information Technology

*Cordova Public College*

2022-2025

### Technical-Vocational-Livelihood

*Rizal Experimental Station and Pilot School of Cottage Industry*

2016 - 2022

### Junior High School

*Rizal Experimental Station and Pilot School of Cottage Industry*

2016 - 2020

### Elementary Graduate

*San Miguel Elementary School*

2010 - 2016

## References

### Hemalaya Solidara

*Owner*

**Phone:** 09761269860

**Email :** reisenbeautylounge@gmail.com

### John Flex Singculan

*SK Gabi Chairman*

**Phone:** 0992 633 0163

**Facebook:** John Flex

### Laila Sison

*Head*

**Phone:** 09656911088

**Email :** Laila.Sison@savethechildren.org