

Carlo Enrico Salcedo

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CAREER OBJECTIVE

I am looking for a work environment where I can use the skills and knowledge I acquired. I look forward to learning more as I work with experienced professionals in computer and technology.

EDUCATION

Associate Degree in Computer
Science Access Computer and
Technical Colleges - May 2017

WORK EXPERIENCE

Customer Service Representative II

Teletech Philippines

March 2022 – January 2023

Food Delivery Account
(Voice)

Customer Care I

AFNI Philippines

November 2021 – February 2022

Telco Account (Voice)

Customer Service Associate

Concentrix Inc.

April 2019 - October 2021

Satellite Radio Account
(Chat Live Support)

Customer Service Representative

SPI-CRM

July 2018 – August 2018 Local
Account (Dissolved)

QUALIFICATION

I am an enthusiastic hard worker; always eager to learn and have the drive and initiative to do things. I am a fast learner who can work well with minimal supervision and has a strong sense of responsibility and leadership but is also a team player.

SKILLS

- Knows MS Office and Google Docs
- Live Chat Experience with 45 - 50 (WPM)
- Graphic/Web Design
- Photo/Video Editin

COMMITMENT

- Takes ownership and responsibility for the job
- Has attention to detail and values providing excellent service to customers
- Effective time management to accomplish my tasks efficiently