**SHARMAINE TALAMPAS VILLANUEVA**

**# 152 TOBIAS ST., VILLA JAVIER, BRGY. BANTUG,**

**SCIENCE CITY OF MUÑOZ, NUEVA ECIJA**

**09361892066**

[**sharmaine.villanueva@gmail.com**](mailto:sharmaine.villanueva@gmail.com)

**CAREER OBJECTIVE:**

To work in a highly motivating and challenging environment that will provide various opportunities to develop and utilize my capabilities and skills in order for me to contribute in attaining the organization’s goals while achieving my personal goals.

**EDUCATIONAL BACKGROUND**

Bachelor of Science in Business Administration major in Business Economics

Central Luzon State University

Science City of Muñoz, Nueva Ecija

2011-2015

1st Honorable Mention

Constancio Padilla National High School

San Jose City, Nueva Ecija

2007-2011

Class Salutatorian

Sto. Niño 3rd Elementary School

San Jose City, Nueva Ecija

2005-2007

Muñoz Central School

Science City of Muñoz, Nueva Ecija

2001-2005

**RECOGNITIONS AND AWARDS RECEIVED**

Natatanging Mag-aaral ng Business Economics (GPA 1.81)

College of Business Administration and Accountancy

Central Luzon State University

April 8, 2015

Dean’s Lister (GPA 1.79)

2nd Semester, Academic Year 2011-2012

Dean’s Lister (GPA 1.82)

1st Semester, Academic Year 2012-2013

College Scholar (GPA 1.73)

2nd Semester, Academic Year 2012-2013

College Scholar (GPA 1.86)

1st Semester, Academic Year 2013-2014

Dean’s Lister (GPA 1.79)

2nd Semester, Academic Year 2013-2014

Dean’s Lister (GPA 1.83)

1st Semester, Academic Year 2014-2015

2013 1st Place

“Patinikan sa Panitikan” – Quiz Bee on Philippine Literature

Central Luzon State University

Science City of Muñoz, Nueva Ecija

2012 1st Place

CLSU Economics Society – Economics Quiz Bee

Central Luzon State University

Science City of Muñoz, Nueva Ecija

2011 1st Place

Junior Philippine Institute of Accountants (JPIA) General Information Quiz Bee

Central Luzon State University

Science City of Muñoz, Nueva Ecija

2010 Mercury Award for Excellence in Physics

Constancio Padilla National High School

San Jose City, Nueva Ecija

**ORGANIZATIONAL AFFILIATIONS**

Staff Writer

CBAA Link

The Official Publication of College of Business Administration and Accountancy

2012-2013

Member

Society for the Advancement of Volunteerism and Excellence (SAVE-NE)

2012-2014

**PAPER WORKS/RESEARCHES ACCOMPLISHED**

Feasibility Study in Project Planning and Development

“Heaven Cake Pops and Dews”

Central Luzon State University

Science City of Muñoz, Nueva Ecija

March 2014

Business Plan in Entrepreneurship

“Sushiman”

Central Luzon State University

Science City of Muñoz, Nueva Ecija

September 2014

Company-Based Research in Good Governance and Social Responsibility

Cabanatuan City Water District

October 2014

Case Analysis in Strategic Management

Bagong Sibol Credit Cooperative

October 2014

Business Research in Special Topics in Economics

“Non-acceptance of 25 Centavos Coin by Jeepney and Tricycle Drivers in San Jose City, Nueva Ecija”

October 2014

Research Paper in Total Quality Management

Environmental Management

August 2014

**SEMINARS/TRAININGS ATTENDED**

5th Provincial Youth Summit in Economics

“Driveway to Inclusive Growth: Improving Labor Productivity”

Philippine Rice Research Institute

Science City of Muñoz, Nueva Ecija

February 15, 2013

Economic Conference 2013

“ASEAN Free-Trade Agreement”

RET Amphitheater, Central Luzon State University

Science City of Muñoz, Nueva Ecija

February 14, 2013

Economic Conference 2014

“BSP in the Economy”

RET Amphitheater, Central Luzon State University

Science City of Muñoz, Nueva Ecija

February 14, 2014

Seminar on Organic Fertilizer Production and Management

RM-Cares Organic Farming Training Center

Central Luzon State University

August 5, 2014

**ACADEMIC-RELATED FIELD ACTIVITIES**

Field Visitation and Lecture-Demo on Goat Milk Production and Management

“In Goat, Small is Big”

Small Ruminant Center

Central Luzon State University

January 2014

Field Visitation and Lecture-Demo on Tilapia Production and Management

“Tilapia, the Poor Man’s Fish”

Freshwater Aquaculture Center

College of Fisheries, Central Luzon State University

February 14, 2014

Field Visitation and Lecture-Demo on Carabao Milk Production and Management

“It is Big, it is Carabao… it is Money”

Philippine Carabao Center

National Headquarters and Gene Pool, Science City of Muñoz, Nueva Ecija

March 7, 2014

Field Visitation and Lecture-Demo on Mushroom Production and Management

“Money Sprouts like Mushroom”

Center for Tropical Mushroom Research and Development

Central Luzon State University

March 14, 2014

Educational Tour in Business Finance and Philippine Financial System

Bangko Sentral ng Pilipinas

Malate, Manila

August 2012

Educational Tour in Total Quality Management

Gardenia Bakeries Philippines, Inc.

Biñan, Laguna

Jollibee Foods Corp. Commisary

Canlubang, Laguna

August 2014

Educational Tour in Managerial Economics

Senate of the Philippines

Pasay City, Manila

February 2014

**SKILLS/BEHAVIORAL COMPETENCIES**

* Proficient in Microsoft Office Word, Microsoft Excel Sheet, and Microsoft Powerpoint
* Have knowledge in bookkeeping and office management
* Self-motivated, initiative and enthusiastic
* Tolerant and flexible with different situations
* Effective verbal communication skills, decision making, critical thinking, organizing and planning.
* Planned and implemented remedial programs for children requiring additional assistance
* Applied appropriate disciplinary measures when necessary
* Has a strong inclination with sports-related activities (Volleyball, Table Tennis and Badminton)

**WORK EXPERIENCE**

**Business Instructor**

STI College-San Jose

San Jose City, Nueva Ecija

(2015-present)

**Enumerator**

City Population Office

San Jose City, Nueva Ecija

2011

Special Program for the Employment of Students (SPES)

**Office Clerk**

San Jose City Electric Cooperatives (SAJELCO)

2012

Special Program for the Employment of Students (SPES)

**PERSONAL INFORMATION**

Nickname: Sharm Date of Birth: December 27, 1993 Age: 20 years old Place of Birth: San Jose City, Nueva Ecija

Gender: Female Civil Status: Single

Religion: Iglesia ni Cristo Citizenship: Filipino

Height: 5’ 5” Weight: 61.5 kg

Language Spoken: Filipino, English

Hobbies: playing chess and reading educational books

Father’s Name: Rolando C. Villanueva

Contact number: 09273947530

Occupation: Security Officer

Mother’s Name: Eva B. Talampas

Contact number: 09102854190

Occupation: Housekeeper

**CHARACTER REFERENCES**

**Edgardo F. Agliam** Contact number: 09266790259

Member, Sangguniang Panlalawigan

2nd District of Nueva Ecija

Address: San Jose City, Nueva Ecija

**Jan Czarina M. Salas** Contact number: 09159502946

Instructor I, Department of Business Administration

College of Business Administration and Accountancy

Central Luzon State University

Address: Science City of Muñoz, Nueva Ecija

**Michelle D. Flores** Contact number: 09173896774

Office Clerk, Accounting Unit

NIA-UPRIIS Division I

Science City of Muñoz, Nueva Ecija

Address: San Jose City, Nueva Ecija

**I HEREBY CERTIFY THAT ALL PRIOR INFORMATION MENTIONED ARE TRUE AND CORRECT TO THE EXTENT OF MY KNOWLEDGE AND CAPABILITIES.**

**SHARMAINE T. VILLANUEVA**