

Armando T. San Luis Jr.

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Educational Attainment

2005 – 2005	MTC Academy Certification for Medical Transcriptionist
1995 – 2000	Western Mindanao State University B.S. Ecological and Environmental Engineering
1991 – 1995	Immaculate Conception Archdiocesan School Zamboanga City

Work Experience

2010 – Present	Senior Publishing Specialist Thomson Reuters Corp. 1820 Bldg. Upper McKinley Hills Fort Bonifacio, Taguig City
2009 – 2010	Forum and Game Moderator LevelUp! Corp. Makati City
2006 – 2009	Entertainment/Educational/Medical Transcriptionist-Captionist Aegis PeopleSupport Buendia Ave., Cor. Ayala Ave. Makati City
2005 – 2005	Medical Transcriptionist – Proofreader - Acting Editor Advanced MT Data Services Makati City

Trainings and Seminars

2018	Web Development Tuitt Coding Bootcamp
2017	VBA Training Thomson Reuters Corp.
2017	Excel with VBA Training Thomson Reuters Corp.
2017	HTML + CSS Training Orange & Bronze Software Labs, Inc. – Thomson Reuters Corp.
2016	Values and Culture Development Thomson Reuters Corp.
2016	Decision Making Thomson Reuters Corp.
2014	Critical Thinking Thomson Reuters Corp.
2014	Six Sigma (Introduction) Thomson Reuters Corp.
2013	Time Management Thomson Reuters Corp.
2013	Presentation Skills Thomson Reuters Corp.
2013	Train the Trainer Thomson Reuters Corp.
2012	Intermediate Excel Thomson Reuters Corp.
2001	Career Service for Professional Civil Service Commission
2001	Certification for Data Encoder TESDA

Awards and Recognition

2017	Manila Achievement Award – Vanguard Division Talent Improvement Thomson Reuters
2017	Manila Achievement Award – Crusader Division Process Excellence and Improvement
2016	Manila Achievement Award – Group Thomson Reuters Corp.
2015	PEX-I Con Process Excellence and Improvement Thomson Reuters Corp.
2013	Above and Beyond Award – Bronze Thomson Reuters Corp.
2012	Above and Beyond Award – Gold Thomson Reuters Corp.

Character References

Frances Claire Lay-Yu
Team Manager, Compliance
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Marcelo Roa Yu
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