

# EDWRELYN Sulpacio Buhian

City of General Trias, Cavite | [buhianedwrelyn30@gmail.com](mailto:buhianedwrelyn30@gmail.com) | 0960-228-7827

## WORK EXPERIENCE

### Walter Mart Supermarket - Manggahan

Sales Associate

General Trias, Cavite

September 2019 - January 2021

- Assuring that the products are properly scanned and packed, as well as that the receipt matches. Providing exceptional customer service and a pleasant checkout experience. Know about products so that you may assist clients with their inquiries and recommend products that match their demands and budgets. In charge of payment transactions and increasing money security to prevent counterfeiting and fraud.

### House Technology Industries Pte. Ltd.

Quality Assurance - Wall Department

General Trias, Cavite

April 2021 - September 2021

- Inspect all departments on a frequent basis to ensure that the process is followed. Implementing quality control, identifying possibly defective items, and taking corrective action. Additionally, collaborate with other departments to ensure continuous development by giving documents indicating areas for improvement. Responsible for finding the root cause of defective products and materials and connecting with the related production teams in order to ensure product quality and avoid the occurrence of defective items.

### VXI Global Holdings B.V.

Technical Support Representative

Five E-Com, Mall of Asia, Pasay City

November 2021 - October 2022

- Responsible for providing outstanding customer service by responding to complaints and resolving cellular service difficulties. Offering technical assistance through step-by-step procedures and long-term solutions to avoid repeated problems. Knowledgeable about the company's products and services, advertise depending on consumer desires and budgets, and collaborate with firms such as Apple, Samsung, and insurance.

## EDUCATION

### Samuel Christian College of General Trias, Inc.

Bachelor of Science in Computer Engineering (Undergraduate)

General Trias, Cavite

June 2023

- Certifications
  - Academic Excellence Award (1<sup>st</sup> Semester): 1.32
  - Academic Excellence Award (2<sup>nd</sup> Semester): 1.32
  - Outstanding NSTP Graduates and NSRC - SCCGTI Chapter Officers and Members

### Santiago City National High School - Main Campus

Science, Technology, Engineering, and Mathematics

Santiago City, Isabela

April 2019

- Certifications
  - Academic Excellence Award (AY: 2017 - 2018): 91
  - Academic Excellence Award (AY: 2018 - 2019): 93
  - Outstanding Performance in Work Immersion

## LEADERSHIP EXPERIENCES AND ACTIVITIES

### National Service Reserve Corps - SCCGTI Chapter

Secretary

General Trias, Cavite

February 2023 - June 2023

- Committed to supporting the goals and objectives of our community service organization through outstanding administrative assistance, clear communication, and comprehensive organization. Furthermore, I have aided the group by promptly arranging meetings, keeping records and minutes, and encouraging communication.

### Students Professional Alliance of Computer Engineers

Secretary

General Trias, Cavite

November 2022 - June 2023

- Supporting the organization's operations by assisting with meeting preparation, keeping records, and successfully engaging with new members. Exhibiting great collaboration skills through collaboration with other groups, sound system coordination, and event moderating.

## SKILLS AND INTERESTS

**Computer:** Microsoft Office (Excel, Powerpoint, and Word), Google Docs, Google Sheets, Canva, Python, Turbo C++

**Languages:** English and Filipino

**Skills:** Communication Skills (Verbal, Written, Non-Verbal), Problem Solving Skills, Technical Skills, Analytical Skills

**Interests:** Volunteer Works in Environment, Youth Leadership Activities, Innovating Products, and Web Development

## CHARACTER REFERENCES

Elineta Agas

Accountant - KGB Philippines

0928-224-2978

Alieza Timillar

Business Associate - Walter Mart

0945-376-2248

Rhea Castro

Customer Service Representative - Wells Fargo

0947-512-5019

  
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