

GREZIELE A. MANRIQUE



- To obtain a responsible and challenging experience where I can improve my knowledge and abilities into a full play and to make utmost contribution to the organization in order to gain experience and expertise.



Negosyo St. Brgy, Longos Kalayaan
Laguna



09663777129



grezielemanrique87@gmail.com

Personal Information

Age : 19 years old
Birthday : February 13, 2003
Gender : Female
Citizenship : Filipino
Civil Status : Single
Religion : Borg Again
Height : 5'2"
Weight : 51 kg.
Father : Grogonio A. Manrique
Mother : Lea A. Manrique

Educational Attainment



Tertiary: Laguna State Polytechnic University
Sta. Cruz, Laguna
BS Office Administration
Undergraduate

Secondary: Philippines Women’s University
Sta. Cruz, Laguna
Year Graduated: 2021

Pedro Guevara Memorial National
High School
Sta. Cruz, Laguna
Year Graduated: 2019

Primary: Sampaloc Elementary School
Sampalocan, Pagsanjan Laguna
Year Graduated: 2008

Seminars Attended



CBMA Implementation Community Extension Training & Seminar

Via Zoom

Laguna State Polytechnic University-SCC Main Campus

March 13, 2022

Challenges and Opportunities (BIMEC 1): Business, Innovation, Management, and Education Conference 1

LSPU SCC Multi-Purpose Gymnasium

Via Google Meet

Laguna State Polytechnic University-SCC Main Campus

July 6, 2022

Skills and Abilities



- Good interpersonal relationship skills.
- Dedicated hard working individual.
- Fast learner, quick absorber and utilize modern office method.
- Sound knowledge in Microsoft - Office Applications: Word, PowerPoint, Excel.
- Speed, Good vision
- Excellent computing skills
- Has Experience in encoding

Character References



Ms. Ederllyn Oracion
CBAA Faculty Member—LSPU— Sta. Cruz Main Campus

Ms. Rosalyn Ablir
Teacher—Magdalena Elementary School

Mrs. Mary Jane D. Fuentes, DPA
Dean, CBMA—LSPU, Sta. Cruz Campus

I do hereby certify that the above information that I have made is true and correct to the best of my knowledge and ability.

GREZIELE A. MANRIQUE