**MARYGRACEC.FRANCISCO**

Zone 4 Sto.NiñoAbella,NagaCity

0945-104-7492

[franciscomarygrace112313@gmail.com](mailto:franciscomarygrace112313@gmail.com)

**CAREER** **OBJECTIVES**

To obtain a position where I can maximize my knowledge and skills as well as provide opportunity for career growth and advancement opportunities. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PERSONAL INFORMATION**

Date of Birth : November 23, 2000

Place of Birth : Sabang, NagaCity

Age : 18

Gender : Female

Citizenship : Filipino

Civil Status : Single

Religion : Iglesia Ni Cristo

Height : 5'1

Weight : 43kls.

**EDUCATIONAL ATTAINMENT**

**NAGA COLLEGE FOUNDATION**

**BUSINESS ADMINISTRATION MAJOR IN FINANCIAL MANAGEMENT**

M.T Villanueva Avenue, 4400 Naga, Camarines Sur

July-November (2019)

**AMA COMPUTER LEARNINGCENTER**

**ACCOUNTANCY, BUSINESS MANAGEMENT**

4th Flr. Nagaland Emall Elias Angeles St.

2017-2019

**CAMALIGAN NATIONAL HIGHSCHOOL**

SanJose-SanPablo Camaligan Camarines Sur

2013-2017 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WORK EXPERIENCE**

Robinsons Bank

Work Immersion

October-November (2019)

Lucky Educational Supply

Saleslady

April-June (2019)

**SKILLS**

• Communication Skill

• Computer-literate

• Can work under pressure with time management

• Flexible

**CHARACTER REFERENCES**

**MANUEL ANTONIO N. BERJA**

Punong Barangay

(054) 881-00-57

**NATASHA KINSKI BRIONES**

Immersion Teacher ,ACLC-Naga

09487372069

I hereby certify that all the above information is correct and true.

**MARY GRACE C. FRANCISCO**

Applicant