

**JAY MICHAEL TANZA**  
**ANGASIL MACTAN LAPU - LAPU CITY**  
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**CONTACT NUMBER: [09192301283](tel:09192301283)**



**CAREER OBJECTIVE:**

I am seeking opportunities to join a company that can help me in enhancing my skills, acquire new knowledge, sharpen my skills and put my efforts on achieving organization as well as personal goals.

**PERSONAL INFORMATION:**

**Name:** Jay Michael Molde. Tanza  
**Age:** 20  
**Religion:** Roman Catholic  
**Gender:** Male  
**Weight:** 69  
**Height:** 5'7  
**Civil Status:** Single  
**Father's Name:** Pepito T. Tanza  
**Mother's Name:** Bernandina M. Tanza

**EDUCATIONAL ATTAINMENT:**

**Primary:** Mactan Elementary School (2007-2013)  
**Secondary:** Mactan National High School(2013-2017)  
**Senior High school:** St. Joseph School of Mactan (2017-2019)  
**Tertiary:** University of Cebu Lapu-lapu and Mandaue(College Undergraduate)

**STRENGTHS:**

- Good team player and multitasking capabilities
- Fast learner and dedicated in delivering team success
- Interpersonal skills

**SPECIAL SKILLS:**

- Written and Oral Communication (English, Tagalog, Bisaya)
- Computer Literacy (MS Word, Excel, & PowerPoint)
- Proficient with E-mail and other interactive communication Media
- Typing Skills (37 WPM)
- Computer Hardware and Programming Service

**CHARACTER REFERENCE:**

George P. Sagaysay R. Crim, Mpa  
Oic, Intelligence & Id / Pass Control Division  
Mactan Lapu-lapu City