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**JOEL A. GOMEZ**

Blk 5 Lot 1 Doña Ana Camarin Barangay 175 Caloocan City

09615818731

joelgomez0405@gmail.com



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**OBJECTIVES**

In quest of a position in a prestigious company where I may share the knowledge I've learned from my beloved school. I really believe in the idea of carrying out my responsibilities with commitment and bravery.

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**PERSONAL INFORMATION**

Nickname: Niño  
Age: 21  
Gender: Male  
Birthday: May 10, 2001  
Birthplace: Caloocan City  
Nationality: Filipino  
Civil Status: Single  
Religion: Catholic

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**EDUCATIONAL BACKGROUND**

Tertiary:	Metro Manila College Inc. (2019-present)
Senior High School:	Metro Manila College Inc. (2017-2019)
Junior High School:	Sampaguita High School (2013-201)
Primary:	Camarin Elementary School (2006-2013)

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**QUALIFICATION**

- Work ethic
  - Accounting skills
  - Analytical thinking skills
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## **SEMINAR ATTENDED**

Briefing in Career Transitions (2021)

Finance and Investment: TRENDS AND ISSUES (2022)

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## **REFERENCES**

Elysah Borja	Friend	09610608334
Edgar Odoño	Camarin Residences 1 President	09104114504
Allan Balilo	VILL 5000 Manager	09995174650

Republic of the Philippines  
Department of Transportation and Communications  
**LAND TRANSPORTATION OFFICE**  
East Avenue, Quezon City

172-7

02-20-2023

DATE

**On-the-Job Training Contract**

I, Joel A. Gomez, a student presently enrolled at Metro Manila College (MMC), pursuant to the Memorandum Circular dated 10 January 1975 of the Labor, hereby abide by the following terms and conditions in connection with the practicum course or on-the-job training with the Land Transportation Office:

1. That I shall observe all existing reasonable office rules and regulations of the LTO while on training;
2. That I shall not claim nor be paid any compensation whatsoever while on training;
3. That the LTO shall have no liability for any injury and/or incapacity that may befall me while inside the LTO compound and its premises due to my fault or negligence or fortuitous event while undergoing training;
4. That I shall undergo office training in the LTO in compliance with the requirements of my course;
5. That I shall submit all the necessary requirements required by the Office before undergoing training.

In witness hereof, I have hereunto set my signature on this \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

Joel A. Gomez  
Student-Trainee

With my Parental Consent

ConformSe:

Ricard F. Reyes  
Teacher-Supervisor

Juwelyn A. Gomez  
Parent/Guardian's Name and Address

Blk 5 Lot 1 Oña area cor. Cal City

Action by the Office

To: \_\_\_\_\_

Having complied with the required documents and condition for On-the-Job Training, your request for office training at the \_\_\_\_\_, this Office is hereby granted subject to the final approval by the Assistant Secretary.

Recommending Approval:

LADIE LYN G. FUDERANAN  
Administrative Officer IV  
OIC, Human Resource Development Section





Republic of the Philippines

# Pamahalaang Barangay ng 175

Area A Camarin Zone 15 District 1, Caloocan City

Metro Manila



CONTROL NO.: 2023-02-00695

## BARANGAY CLEARANCE

To Whom it may concern;

This is to certify that the person whose photo, signature and right thumbmark appearing here with has no derogatory record on file with this office.

FULL NAME: JOEL AMICAN GOMEZ

ADDRESS: BLK 5 LOT 1 DONA ANA CAMARIN CALOOCAN CITY

DOB: May 10, 2001

AGE: 21

POB: CALOOCAN CITY

HEIGHT (ft.): 5'7

GENDER: MALE

WEIGHT (Kg.): 49KGS

CIVIL STATUS: SINGLE

NATIONALITY: FILIPINO

PURPOSE: OJT REQUIREMENT

This is to certify that he/she is a bonifide resident of Barangay. He/She is a law abiding citizen with a good moral character and no record/pending case was filed against him/her in this Barangay.



*[Signature]*

specimen signature



Right thumbmark

Issued on: February 15, 2023

Validity: August 15, 2023

RONALDO "ONIE" MATIAS

Punong Barangay

By the authority of Barangay Chairman:

JAMES CAYETANO

KAGAWAD ON DUTY

MILDRED M. CABUGNASON

Barangay Secretary

NOT VALID WITHOUT OFFICIAL BARANGAY SEAL



# METRO MANILA COLLEGE

U-Site, Brgy. Kaligayahan, Novaliches, Quezon City 1123  
Tel. No.: 939-11-62      Telefax: 419-14-82

## GUIDANCE AND COUNSELING DEPARTMENT

### CERTIFICATE OF GOOD MORAL CHARACTER

TO WHOM IT MAY CONCERN:

This is to certify that **MR. JOEL AMICAN GOMEZ** is a student currently enrolled in **Bachelor of Science in Business Administration (BSBA)** major in **FINANCIAL MANAGEMENT** during the **2ND Semester** of school year **2022-2023**.

This further certifies that no pending case has been filed against him in this office at the time of this application.

This certification is being issued upon the request of **MR. GOMEZ** for **ON THE JOB TRAINING (OJT)** purposes only.

Novaliches, Quezon City, Metro Manila.

FEBRUARY 18, 2023

**EZEKIEL EMMANUEL A. BOGTONG, Rpm**  
Psychometrician

**NOT VALID WITHOUT  
OFFICIAL SEAL**

**OUR MISSION - YOUR FUTURE**



# METRO MANILA COLLEGE

U-Site. Brgy. Kaligayahan Novaliches Quezon City

## COLLEGE OF ACCOUNTANCY, BUSINESS ADMINISTRATION AND MANAGEMENT

**DATE** : February 15, 2023

**TO** : **LADIE LYN G. FEDERAN**  
Human Resource Development Section  
LTO East Avenue  
LTO East Avenue, Quezon City

**SUBJECT** : **PRACTICUM**  
**(Endorsement)**

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We are endorsing the bearer Gomez, Joel a student enrolled in Practicum (On-The-Job-Training) under your supervision:

**Official time** : Mon - Fri : 8:00am - 5:00pm  
**Duration of Training** : 600 hours  
**Day** : Monday to Friday

Please be guided by the following requirements that must be strictly observed by the Trainee, to:

1. Report strictly on the official time as provided by the respective Department Head;
2. Report regularly on duty in prescribed Practicum uniform. For non-compliance, a student will be marked absent, indicating the reasons which must be reflected in the Daily Time Record (DTR).

We hope you can find time to a report/ evaluation of her/ his performance. This will be submitted the undersigned upon completion of the training period together with the student's DTR.

We thank you for the assistance extended to our student. Your support is highly appreciated.

*Nicanor A. Rigocera*  
**NICANOR A. RIGOCERA, Ph.D.**  
Dean, College of Accountancy Business  
Administration and Management

**APPROVED BY:**

  
**FDR. DR. ELEANOR M. AGAPITO, HonFRI,**  
**DFFRIEdr, DFRIM, DFRIRes**  
President, Metro Manila College