

ANGELMIA S. OLE

350 G. Araneta Street

Brgy. 627, Sta. Mesa, Manila

Contact number: 096-540-92063

Email-address: oleangelmia22@gmail.com**OBJECTIVE**

Seeking for a management position where I can use my knowledge and leadership skills to move forward the mission of the organization, an opportunity where I will be able to utilize my strong business skills, educational background and experiences to alter people's lives in a way that will help me advance both professionally and personally.

KNOWLEDGE AND SKILLS

Hardworking and Dedicated

Intrapersonal Skills (Excellent Communication both verbal, written and teamwork)

Computer literate

Customer Service skills (time management and active listener)

Leadership skills (Decision making and stress management)

Honest and responsible

PERSONAL DATA

Nickname:	Mia
Age:	22
Weight:	46 kg
Height:	156 cm
Religion:	Roman Catholic
Language:	English/Filipino
Date of Birth:	September 29, 2000
Place of Birth:	Tuao, Cagayan
Citizenship:	Filipino
Civil status:	Single
Mother's name:	Janylyn C. Sayon
Father's name:	Jeoffrey A. Ole

EDUCATIONAL ATTAINMENT

TertiaryManila Business College (3rd year and 4th year) BSBA major in Operation Management

Alvarez St. Sta. Cruz, Manila (2021-Present)

Asian College (1st and 2nd year)

Quezon City Metro Manila (2019-2021)

Secondary (Senior High School)

International School of Asia and the Pacific (ISAP)

Alimanan Hills Penablanca, Cagayan (2017-2019)

Secondary (Junior High School)

Itawes National Agricultural and Technical School, Bagumbayan Annex

Bagumbayan Tuao, Cagayan (2013-2017)

Primary

Lallayug Elementary School (LES)

Lallayug Tuao, Cagayan (2007-2013)

CAREER ACHIEVEMENTS

Certificate of Appreciation in the JA Asia Pacific (Nov. 9, 2021)
Certificate of Course Completion and Hands-on Lab Accomplishment (Nov. 15, 2021)
Certificate of Appreciation in the Anti-Drug Training conducted at Brgy. Lallayug Tuao. (August, 2017)
Certificate of Completion in the Leadership Training at Asian College (September, 2019)
Certificate Appreciation of in the Think Talk: Facets of Consumer Behavior and Effective Brand Communication" (December 16, 2022)
Certificate of Appreciation in the Governors Leadership Training Summit (November 23, 2022)
Certificate of Appreciation in the YSEALI YOUNified Fire up (December 2, 2022)
Certificate of Participation in the FILIPINO VATION: Reinvigorating Filipino Products to Modern Marketing (November 27, 2022)
Certificate of Participation in the YOUTH Technopreneurs Forum 2022, Super changing the future (October 11, 2022)
Certificate of Participation in the Philippine Junior Marketing Association Brand Launch
Graduated as Valedictorian at Lallayug Elementary School (March, 2013)
Consistent with honors at International School of Asia and the Pacific
Deans Lister at Manila Business College (Present)
Six years of experienced as a President of Supreme student government (LES 2007-2013)
2 years of experience as a Board member of Supreme Student Council at ISAP (2017-2019)
Governor of Philippine Junior Marketing Association, National Organization (2022-Present)
Vice President for External Affairs of Manila Business College- Junior Business Administration Association (2022-Present)

CHARACTER REFERENCE

Katreena Balunsat
Teacher of Bagumabayan Elementary School
09351761270
Tuao, Cagayan

Jomar Garduque
Barangay Captain of Lallayug Tuao, Cagayan
09355618830
Tuao, Cagayan



Angelmia Sayon Ole
Applicant)

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

172-3

JANUARY 21, 2023
DATE

On-the-Job Training Contract

I, ANGELMIA S. OLE, a student presently enrolled at MANILA BUSINESS COLLEGE, 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 21st day of January at Manila Business College.

ANGELMIA S. OLE
Student-Trainee
With my Parental Consent

Conform5e:

ANITA M. C. FUDERANAN
Teacher-Supervisor

JANILYN CATRIZ SAYON/STA. MESA MANILA
Parent/Guardian's Name and Address

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
CITY OF MANILA
BARANGAY 627, ZONE 63, DISTRICT VI
STA. MESA, MANILA

OFFICE OF THE BARANGAY CHAIRMAN



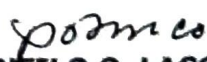
CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that as per records of our Barangay, the bearer, **Angelmia S. Ole** is a bona fide resident of 350 G. Araneta St. Sta. Mesa, Barangay 627, Zone 63, District VI, Manila.

This CERTIFICATION is issued upon the request of the above-named person in connection with OJT requirement.

Issued this 20th day of January, 2023.


PANFILO O. LACONICO
Barangay Chairman

This Certification is not valid w/o the Barangay Seal
This Certification is not valid for loan purposes



MANILA BUSINESS COLLEGE

MBC Bldg. 1671 Alvarez St. Sta. Cruz, Manila, Philippines
☎ 741-3489 / 743-4538 ☎ 313-7884 🌐 www.mbc.edu.ph

ON-THE-JOB TRAINING (OJT) ENDORSEMENT LETTER

January 18, 2023

Ms. Ladie Lyn G. Fuderanan
OIC, Human Resource Development Section
Land Transportation Office
East Avenue, Quezon City

Dear Ms. Fuderanan,

Greetings!

We would like to request that **ANGELMIA S. OLE**, a student of **BS in Business Administration** **majoring in Operations Management** be allowed to undergo On-the-Job Training in your company as a pre-requisite for graduation.

She is required to complete a minimum of but not limited to **600** training hours from **January 2023 to April 2023** (2nd Trimester SY 2022-2023). We believe that your company can assist our students to gain more knowledge and skills and to optimize their potential for their future work.

Thank you for your support and accommodation.

Sincerely yours,


Alyan Rose C. Hernandez
OJT Coordinator
Manila Business College



MANILA BUSINESS COLLEGE

MBC Bldg. 1671 Alvarez St., Sta. Cruz, Manila, Philippines
Tel. Nos: (632) 741-3489, (632) 743-4538 | Telefax: (632) 313-7884
Email: admin@mbc.edu.ph | Website: www.mbc.edu.ph

Office of the Registrar

CERTIFICATION OF GOOD MORAL CHARACTER

To Whom It May Concern:

This is to certify that **MS. ANGELMIA S. OLE** with a Student No. **21-1-04831** is currently enrolled in the **Bachelor of Science in Business Administration** major in **Operations Management** of this College. This also certifies that **Ms. Ole** has been in this College since September, 2021.

That **Ms. Ole** is of good moral character and has no derogatory record in this office.

This certification is issued upon the request of **Ms. Ole** this **21st** day of **January, 2023** for On Job Training purposes.


DAISY S. GALONG
Registrar

**NOT VALID WITHOUT
SCHOOL SEAL**

