



CRIEL BAER SIOSON

PERSONAL DETAILS

Date of Birth
May 5, 2000

Place of Birth
Quezon city

Gender
Male

Citizenship
Filipino

Civil Status
Single

Age
22

Religion
Christian

CONTACT

PHONE:
0907 906 8561

ADDRESS:
96c Kalapati st. brgy Holy Spirit,
Quezon city.

EMAIL:
Criel.sioson@gmail.com

EDUCATION

Primary School
Dona Juana Elementary school
Saint Peter st. brgy. Holy Spirit, Quezon city
2006 - 2012

Secondary School Junior High School
Garden of Life school
Santo Nino st. brgy. Holy Spirit, Quezon city.
2012 – 2016

Senior High School
Ernesto Rondon High school
Road 3, Project 6, Quezon city
2016 – 2018

Tertiary
Arellano University
Sampaloc Manila
2019 – Present

SKILLS

Ability to communicate in English/Tagalog
Ability to work under-pressure
Ability to use Microsoft Word, Power point, and Excel
Basic computer knowledge
Goal oriented individual
Good written and verbal communication skills
Multi-tasker



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

170-12

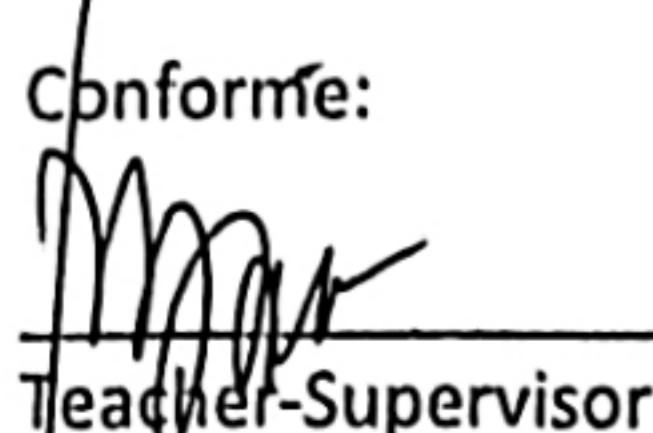
Jan. 18, 2023
DATE

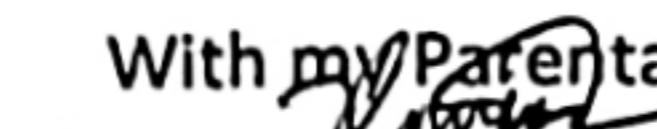
On-the-Job Training Contract

I, CRIEL B. SIASON, a student presently enrolled at Ateneo University, 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 18th day of January 2023 at Quezon City.

Conforme:

Teacher-Supervisor

Criel B. Siason
Student-Trainee
With my Parental Consent

Roncina B. Siason
96-C Kalayaan St. Brgy. Italy, Lipit, QC
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 Management Section



"Strength in Spirit
Dedication to Service."

Republic of the Philippines
Quezon City

BARANGAY HOLY SPIRIT
Office of the Barangay Council



No. 8557

SANGGUNIANG BARANGAY

LYDIA R. BALLESTEROS
Barangay Chairman

KAGAWAD

JOEMAR M. LAGARTO

EDEN JOSEFINA V. BONUS

CYNTHIA F. DACANAY

MAXIMO A. VALMOCINA III

BERNARDITO C. SABALILAG

MARIA LOWELLA V. MACATO

REJAY C. SIAT
SK Chairman

NOT VALID WITHOUT SEAL

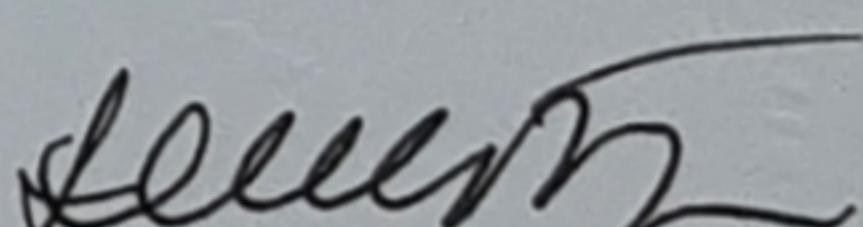
CERTIFICATION

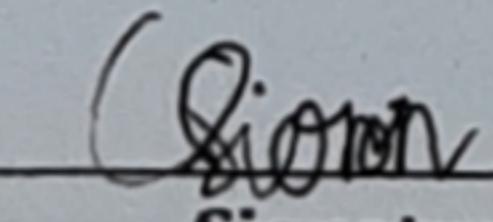


TO WHOM IT MAY CONCERN:

This is to certify that **Criel B. Sioson**, whose picture & signature appear herein, is a bonafide resident of #96-C, Kalapati St., Barangay Holy Spirit, Quezon City. This further certifies that he / she has no derogatory / criminal records filed in this Barangay.

This Certification is issued this 13th day of January, 2023 for purpose of: **OJT Requirement**


LYDIA R. BALLESTEROS
Barangay Chairman

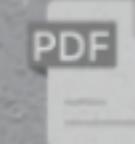


Signature

Rest. Cert. No. _____
Issued at _____
Issued on _____

2016 HALL OF FAME AWARDEE
BARANGAY SEAL OF GOOD HOUSEKEEPING
Gawad Dangal ng Lungsod Quezon

Barangay Government Complex, Faustino St., Isadora Hills
Tel. Nos. 430-8723 / 287-8248 / 431-1663 / 951-7184 Main / 951-4256 / 428-7308 Annex



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January 17, 2023

MS. LADIE LYN G. FUDERANAN
Officer in Charge, Human Resource Development Section
Land Transportation Office – Central Office
East Avenue, Quezon City, Metro Manila

Dear Ms. Fuderanan,

Greetings from Arellano University!

The School of Business Administration of Arellano University believes in providing students with academic programs that enable them to acquire the necessary core competencies in their areas of discipline. To fully realize this, students are encouraged to obtain practical experiences through on-the-job trainings or internships. We acknowledge that these will provide them with better learning opportunities and exposure to current business applications, techniques and tools.

In line with this, we would like to request your highly-esteemed institution to accommodate for training **MR. CRIEL B. SIOSON** a senior BSBA Marketing Management student of our school. We believe that your company is in the best position to develop his capabilities, which will greatly help him for future employment and other professional endeavors.

Mr. Sioson is required to complete 400 hours of training. As such, the undersigned will monitor his performance and will coordinate with you regularly. Should there be concerns and clarifications, please feel free to communicate with us through the following contact number:

Trunk Line: (02)87347371
Local: 218

We are looking forward to your positive response. Thank you very much.

Respectfully yours,

MAYBELLE JPY M. MATOL
Practicum Adviser, School of Business Administration

Noted by:

ALEX M. LAVINA
Cluster Dean, College of Business and Technology



**ARELLANO UNIVERSITY
CENTRAL GUIDANCE OFFICE**

*2600 Legarda St., Sampaloc, Manila 1008 Philippines
Telephone Number: (02) 734-7371 to 79 local 312
www.arellano.edu.ph*

CERTIFICATE OF GOOD MORAL CHARACTER

This is to certify that **MR. CRIEL B. SIOSON** is a 4th year, Bachelor of Science in Business Administration major in Marketing management student, Academic year 2021-2022 of this University.

As a student, he has shown satisfactory conduct and has never been involved in any untoward incident during his stay with us.

Furthermore, as per records, he has no pending accountabilities/obligations from this institution.

This certification is issued on the **13th day of January 2023** for On-The-Job Training purposes.


MILDRED C. PANGAN, RGC, MEGC, RPm
Guidance Counselor

RHEA MAE T. BAÑARES

9 Opel St. Fairview Quezon City, Metro Manila Philippines 1118
Contact No.: 09552060053
Email: rheamaebanares01@gmail.com



OBJECTIVES

To obtain a position that will enable me to use my strong organizational skills, award-winning educational background, and ability to work well with people and I am currently looking for a position in an environment that offers a greater challenge for my internship career and the opportunity to help the company advance efficiently and productively.

PERSONAL INFORMATION

Date of Birth:	June 30, 2001
Place of Birth:	Quezon City
Age:	21
Civil Status:	Single
Gender:	Female
Height:	5'1
Weight:	59 kilos
Citizenship:	Filipino
Language:	Filipino and English
Religion:	Catholic

EDUCATION

- ❖ **Manila Business College, Sta. Cruz Manila**
4th Year Undergraduate
2021-Present
- ❖ **Asian College, Quezon City**
Second Year College
2019-2021
- ❖ **AMA Computer College Fairview Campus, Quezon City**
2017-2019
- ❖ **North Fairview High School, Quezon City**
Graduated with Honor
2013-2017
- ❖ **West Fairview Elementary School, Quezon City**
Graduated with Honor
2007-2013

AREAS OF EXPERIENCE

- ❖ **Immersion Experience**
Bureau of Fire Protection
Evaluator
November 2018

SEMINARS AND TRAININGS

- ❖ Student Engagement for the Better Future Operation Management
Mrs. Joan Pingol - AMA Computer College Fairview
- ❖ Contact Center Services NCII

SY: 2018-2019
March 2019



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SKILLS AND INTERESTS

- ❖ Self-motivation
- ❖ Conflict Resolution
- ❖ Time Management

AFFILIATIONS

❖ Opel Youth Organization	Sitio Vice President	2018-Present
❖ MBC-Junior Business Administration Association	PRO	2022-Present

PERSONAL QUALITIES

- ❖ Computer Literate
- ❖ Trustworthy
- ❖ Adaptable
- ❖ Dependable
- ❖ Responsible

REFERENCES

- ❖ Mr. Breyner A. Gagasa
AMA Computer College Fairview, Assistant SHS Coordinator
09302106088
- ❖ Mr. John Erick Climaco
Asian College Quezon City, Filipino Teacher
09612397451
- ❖ Ms. Leizl Dalinog
Market Research Company, Admin
09218426172

I hereby certify that the aforementioned information is true and correct to the best of my knowledge.



RHEA MAE T. BAÑARES
Applicant

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

170-13

January 14, 2023
DATE

On-the-Job Training Contract

I, Rhea Mae T. Bañares, 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 _____ day of _____
at _____.

Conforme
Alyana Rose C. Fernandez

Teacher-Supervisor

Rhea Mae T. Bañares

Student-Trainee

With my Parental Consent

Marilyn T. Bañares - 9 Opel St. Fairview QC
Parent/Guardian's Name and Address

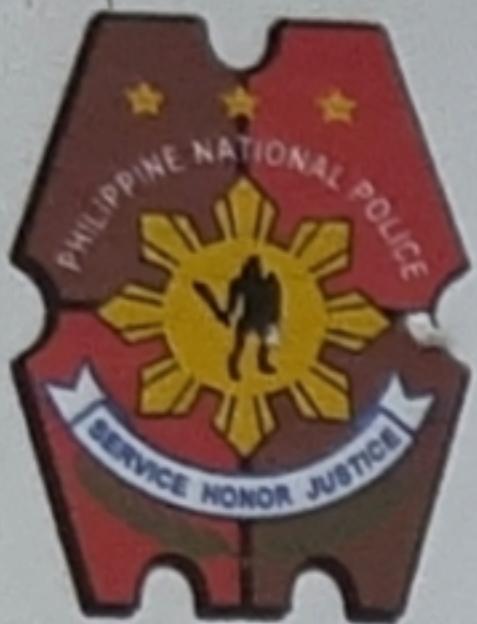
Action by the Office

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.

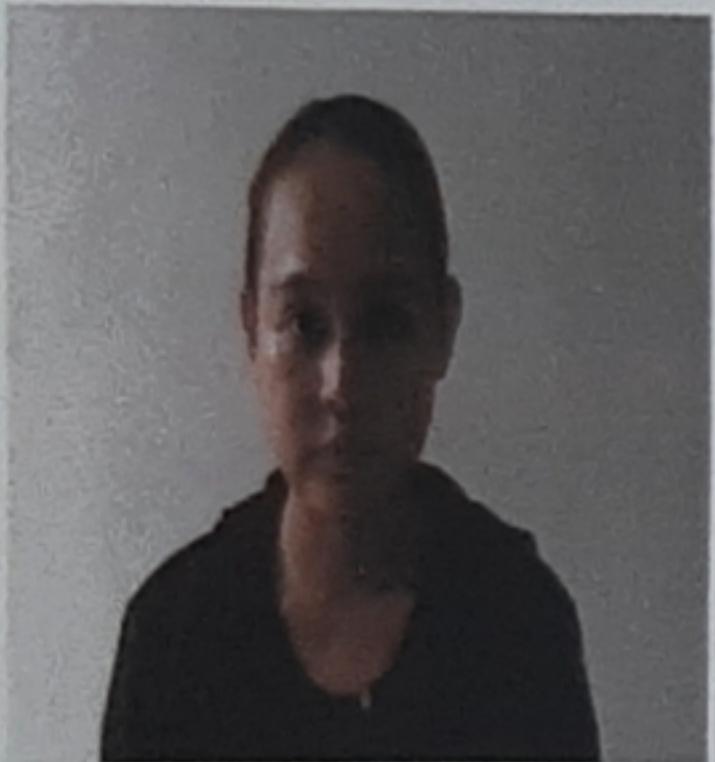
Recommending Approval:

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



Republic of the Philippines
NATIONAL POLICE COMMISSION
PHILIPPINE NATIONAL POLICE
Camp BGen Rafael T Crame, Quezon City

NATIONAL POLICE CLEARANCE



PICTURE

DATE ISSUED: October 03, 2022

VALID UNTIL: April 03, 2023

SIGNATURE



THUMBMARK



Q.R. CODE

ID No.: TRAAD020221003005395

THIS IS TO CERTIFY that the person whose name, photo, signature and right thumbmark appear herein, has undergone routinary identification and verification of the Crime-Related Records and Identification of National Police Clearance System.

NAME : BAÑARES, RHEA MAE TOLEDO
ADDRESS : 09 OPEL ST. FAIRVIEW QUEZON CITY
BIRTH DATE : June 30, 2001
BIRTH PLACE : QUEZON CITY, METRO MANILA
CITIZENSHIP : FILIPINO
GENDER : FEMALE

NO RECORD ON FILE

PMGEN ELISEO DC CRUZ

T.DIDM

NOTE: To verify the authenticity of this Police Clearance, please visit
<https://pnpclearance.ph/> or use Q.R. code scanner

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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 12, 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 **RHEA MAE T. BAÑARES**, 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 2021** (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. RHEA MAE T. BAÑARES** with a Student No. **21-1-04386** is currently enrolled in the Bachelor of Science in Business Administration major in **Operations Management** of this College. This also certifies that **Ms. Bañares** has been in this College since September, 2021.

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

This certification is issued upon the request of **Ms. Bañares** this **14th** day of **January, 2023** for On Job Training purposes.


DAISY S. SALONG
Registrar

**NOT VALID WITHOUT
SCHOOL SEAL**



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