

MARC ALESTER P. NICOLAS



ABENOJAR STREET, #20 GADDI APARTMENT, SAGANA
BARANGAY NEW ERA QUEZON CITY, METRO MANILA 1119



+639230909550



marcalestern@gmail.com



SUMMARY OF QUALIFICATIONS

- Degree in Financial Management
- Self-motivated, creative, and capable working independently with others
- Flexible and able to adapt to the environment
- Highly organized, dependable, and efficient

EDUCATION

Bachelor of Science in Business Administration Major in Financial Management

- New Era University
- 9 Central Avenue, Diliman Quezon City
- Expected date of graduation: June 2023

Accountancy, Business, and Management (Senior High)

- Divine Grace Montessori And High school
- Urdaneta City Pangasinan
- 2017-2019

HONORS and AWARDS

- Presidents Lister- 3rd Year College
- Urdaneta City Pangasinan
- With Honor- Grade 11-12 (2017-2019)

SPECIALIZED TRAINING and SEMINAR

- Practical Perspective On How Finance World Supports Business
- Development & Growth In the Global Arena Financial Literacy
- The Bank Revolution: Using Technology to Increase Access and Build
- Global Finance Concepts and Techniques in the International Arena
- Prosper our Mind Envision Your Future

RELEVANT SKILLS

- Motivate in work.
- Ability to work under pressure.
- Can do work individual and team.
- Always eager and patient to learn.

PERSONAL DATA

- Birthday: May 23, 2001
- Age: 21
- Height: 5'5
- Weight: 54 kg

REFERENCES

To be supplied upon request.

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

177-10

DATE

On-the-Job Training Contract

I, Marc Alester P. Nicolas, a student presently enrolled at New Era 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 23 day of January 2023 at New Era University.


MARC ALESTER P. NICOLAS
Student-Trainee

With my Parental Consent


SOLITA C. GADDI
Parent/Guardian's Name and Address

Conforme:


DR. WINLIND LIWANAG-DE LA PAZ
Teacher-Supervisor

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: January 20, 2023

VALID UNTIL: July 20, 2023

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

NAME : NICOLAS, MARC ALESTER PAGLINGAYEN
ADDRESS : ABENOJAR STREET, #20 GADDI APARTMENT, SAGANA
BARANGAY NEW ERA QUEZON CITY, METRO MANILA NEW
BIRTH DATE : May 23, 2001
BIRTH PLACE : URDANETA CITY, PANGASINAN
CITIZENSHIP : FILIPINO
GENDER : MALE

NO RECORD ON FILE

SIGNATURE



THUMBMARK



Q.R. CODE

PMGEN ELISEO DC CRUZ

TDIDM

ID No.: TRAWB620230118021078

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

NO RECORD ON FILE



New Era University

No.9 Central Avenue, New Era , Quezon City 1107, Philippines

Tel. No.: (632) 8982 - 4221 to 4231 | Fax: (632) 8981 - 4240

Web Site: www.neu.edu.ph

CERTIFICATION

MARC ALESTER P. NICOLAS

This is to certify that Mr./Ms. _____
completed the Psychological Assessment before getting deployed for the
On-the-Job-Training (OJT) as mandated by CHED Memorandum No. 104
series 2017.

Based on the result, the student is:

- ☒ Recommended to undergo such training
☐ Recommended to undergo further evaluation.

24th of January 2023

This certificate is issued on _____ at the New Era University,
No. 09 Central Avenue, New Era, Quezon City.


Carlo F. Rufo, RGC
Guidance Director



New Era University

No. 9 Central Avenue New Era, Quezon City 1107, Philippines
Tel. No.:(632) 8981-42-21 to 31 ; Fax No.: (632) 8981-4240
Web Site: www.neu.edu.ph

CERTIFICATION

January 24, 2023

To Whom It May Concern:

This is to certify that Mr. MARC ALESTER P. NICOLAS,
a 4th year BSBA FINANCIAL MANAGEMENT student of
New Era University, School Year 2022 - 2023 is of Good Moral Character.

This further attests that the above mentioned student has not violated any rules and regulations imposed by the school throughout his stay in the University.

This certificate is hereby issued on the request of the student concerned for whatever legal purpose and intent it may serve.


JEAN MARIE D. RUBIN, RGC
Guidance Counselor

Not valid without seal



New Era University
COLLEGE OF BUSINESS ADMINISTRATION
School of Management
No. 9 Central Avenue, New Era, Quezon City, 1107
Email Add: businessadministration@neu.edu.ph



19 January 2023

MS. LADIE LYN G. FUDERANAN
OIC, Human Resource Development
Land Transportation Office
LTO Compound, East Avenue,
Quezon City

Dear Ms. Fuderanan:

Greetings!

As part of the **Bachelor of Science in Business Administration major in Financial Management** curriculum, our students are required to undergo the On-the-Job Training Program which aims to apply the students' acquired knowledge, skills, and competencies to their Sponsor Companies.

In this connection, we humbly request your prestigious institution to accommodate our student-trainee, **MARC ALESTER P. NICOLAS** to work in your company for 500 hours to commence at your discretion. We believe that your company could help us a lot in bridging the gap between the theories we offer in the classroom and the actual experience in the industry.

If possible, we would also like to request our student be assigned to tasks related to his fields of study. An evaluation instrument to be used in assessing our student's performance as a trainee will be forwarded to you in due time.

We are grateful for your kind accommodation and support in exposing our student to the actual work environment.

Thank you very much.

Very truly yours,


DR. WINLIND L. DELA PAZ
Practicum Adviser


DR. LORNA C. BOUING
Practicum Coordinator

Noted by:


BRO. JUN A. CENTENO
CBA Overseeing Minister


DR. EMILIA M. MANANGHAYA
College Dean