



CONTACT ME



+65 9175 0822



jeezzelbermudez@gmail.com



Blk 440 #11-466, Yishun Ave
11, 760440

SCHOOL ATTENDED

ASIAN INSTITUTE OF COMPUTER STUDIES

Associate in Computer Science | 2007-2009

Dita Sta Rosa Laguna 4026

GULOD NATIONAL HIGH SCHOOL

Gulod Cabuyao Laguna | 2004-2007

Top 10 Student

GANADO ELEMENTARY SCHOOL

Ganado Binan Laguna | 1998 - 2004

Salutatorian - 2nd Honor

SKILLS SUMMARY

- Microsoft Office
- Word and Excel
- Powerpoint
- Slide presentation
- Googlesheet/Googlemeet/Zoom
- Hiring/Payroll/Timekeeping
- Knowledge in MYOB
- knowledge in Darwin Cloud
- Ringcentral
- Zoho One/Cliq/CRM

LANGUAGE

Filipino
Advanced English

JEEZZEL PREDILLA

PERSONAL PROFILE

I am a Human Resources professional who's passionate about people-centered development as well as strategic decision making.

WORK EXPERIENCE

HR COORDINATOR

Accounttech LLC | September 2021 - Present

574 Boston Rd., Billerica, MA 01821 USA

HR OFFICER

Kinggoldwin Trading Corp. | August 2018 - September 2021

Blk 4 Lot 20 A. Gatchalian, Banay- Banay Cabuyao Laguna
4025

HR ADMIN SPECIALIST

Unicorn Manila Co. Ltd | January 2017 - July 2018

Laguna TechnoPark, Sta Rosa Laguna 4026

TREASURY STAFF

Ebara Pumps Phils. | March 2016 - August 2018

Canlubang Estate, Cabuyao City Laguna 4025

AREA SUPERVISOR

Q2 P4P | June 2015 - December 2015

88th Floor Corporate Center, Seden Corner, Valero St.

Salcedo Village, Makati City

SERVICE COORDINATOR

Sycamore Manpower Agency | February 2014 - June 2014

348 Torres St., Mayapa Calamba Laguna

HR/FIELD COORDINATOR

ANR Multipurpose Cooperative | April 2012 - January 2014

4th Floor PIFCO Building 2300, Don Chino Roces Ave Ext. Makati City

HR STAFF/INDUSTRIAL COORDINATOR

Markenterprises | April 2010 - April 2012

SM Calamba City, Calamba Laguna