



OFELIA P. VALENZUELA

CONTACT



+639457850962



lea94valenzuela@gmail.com



• Lipa City Batangas

SOFT SKILLS

- Detailed-oriented
- Time management
- Organized
- Creativity

TECHNOLOGY SKILLS

- Adobe Photoshop
- Microsoft Office (Word, Ppt, Excel)
- Basic Programming
- CSS
- HTML
- PHP

OBJECTIVES

My goal is to develop both personally and professionally, and I'm seeking for a company that can assist me in this endeavor and where I can put my polished skills to good use.

EDUCATION

Bachelor of Science in Information Technology

University of Batangas, Lipa City
2018-Present

Technical Vocation ICT Major in Animation

Nova Schola, Tanauan City
2016 - 2018

EXPERIENCE

Golden Arches McDonalds , Sto.tomas

May 2019 -July 2019

Took and processed customer orders, ensuring a positive and efficient dining experience.