

Given Name M.I. Surname

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CAREER OBJECTIVE	Interested to pursue a long-term career in Government, Foreign Embassy Work, and Travel / Tourism Institutions , and other related openings.
EDUCATION	Ateneo de Manila University AB European Studies (March 2013)
AWARDS RECEIVED	Disaster Relief and Rehabilitation Operations Ribbon, Philippine Air Force
WORK-RELATED EXPERIENCE	Senate of the Philippines Intern, Office of International Relations and Protocol (April-May 2011) <ul style="list-style-type: none">• Created country profiles and worked on briefing folders for use of Senators of the Republic• Researched on legislation and issues both national and international for use as talking points in courtesy calls, reports of the Senate to institutions such as the Inter-Parliamentary Union
CO-CURRICULAR ACTIVITIES	Council of Organizations of the Ateneo Inter-Cultural Relations Cluster Head (January 2011-March 2012) <ul style="list-style-type: none">• Spearheaded cluster events and projects such as the Inter-Cultural Relations Cluster Week, Food Trips and Tours, Represented the ICR orgs (Ateneo Lingua Arts Cultura, Ateneo Student Exchange Council and Celadon) in the COA Central Board• Became Commissioner on Electoral Processes for the COA Commission on Elections, Member of the COA Committee on Student Activities• Awarded Cluster Head of the Month in July 2011 Ateneo Lingua Arts Cultura Human Resources Executive (October 2009-January 2011), Vice President for External Affairs (March-October 2009), Junior Associate Vice President for External Affairs (October 2008-March 2009) <ul style="list-style-type: none">• As Human Resources Executive, organized and facilitated the first General Executive Board Training Program; organized General Assemblies and handled member welfare and morale• As Vice President for External Affairs, established ties between the organization and different embassies and cultural institutions, such as the Embassy of the People's Republic of China and the Spanish Embassy; headed the first ALAC Amazing Race• As Junior Associate Vice President for External Affairs, assisted the VP and the AVP for External Affairs in their duties and represented them in their absence during Executive Committee meetings; became Project Manager for EU Response: A Talk on Climate Change and Biodiversity
SKILLS & INTERESTS	I am creative, can easily adapt to situations, and a problem-solver. Fluent in Filipino and English, and can converse in Advanced German and Basic Korean, I can deal with people from various backgrounds. I can step up to the situation when needed while at the same time being a good team player. I am proficient in MS Office. I enjoy watching television shows and movies, reading books, newspapers and magazines. I enjoy listening to music, particularly of the Jazz and K-Pop genre. My being in different cultural organizations has made me open to different people, experiences and ideas. My organization life in the Ateneo has developed my leadership abilities and character, which I hope would help me achieve my life goals.