



**SUDOY, ANGELICA URETA**  
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**CAREER OBJECTIVE**

As a motivated and enthusiastic first-time job seeker, I am excited to embark on a journey in a challenging and dynamic industry. With a strong commitment to learning and growing, my goal is to actively contribute my best efforts and knowledge to help an organization achieve its goals. Eager to develop fresher level skills in information design and make a positive impact on operational efficiency and overall success. Organized Business Administrator skilled in delivering professional clerical support in busy, fast-paced environments. Works with meticulous precision for accurate records and communications. Multitasks and prioritizes well for efficient back-office support.

**SKILLS AND QUALIFICATIONS**

**PERSONAL INFORMATION**

Age:	22
Gender:	Female
Height:	5'0
Weight:	42
Birthday:	November 24, 2002
Birth Place:	Bongabong, Oriental Mindoro
Civil Status:	Single
Language and Dialect:	English, Filipino
Religion:	INC (Iglesia Ni Cristo)
Father:	Albert Sudoy
Mother:	Ressie Sudoy

**EDUCATIONAL BACKGROUND**

- PRIMARY EDUCATION**  
**Don B. Del Mundo Memorial School**  
B. Del Mundo, Mansalay, Oriental Mindoro  
S.Y 2015-2016
- SECONDARY EDUCATION**  
**JUNIOR HIGH SCHOOL**  
**Fe Del Mundo National High School**

B. Del Mundo, Mansalay, Oriental Mindoro  
S.Y 2016-2017

- **SENIOR HIGH SCHOOL**

**John Paul College**

Odiong, Roxas, Oriental Mindoro  
S.Y 2020-2021

- **TERTIARY EDUCATION**

**John Paul College**

**Bachelor of Science in Information Technology**

Odiong, Roxas, Oriental Mindoro  
A.Y 2022-Present

I hereby certify that the given information made herein is true and correct to the best of my knowledge and belief.

Angelica Sudoy  
**Applicant**