

ALESSANDRA NICOLE SANTOS

Novaliches, Quezon City

E-mail: santosa1@students.nu-fairview.edu.ph



OBJECTIVES:

- To give my highest standard of discipline, professionalism, excellent service, good moral character, and performance management to your company.
- To utilize my skills in technology to achieve the company’s long-term growth and goals.

EDUCATIONAL BACKGROUND:

- **Tertiary:** National University Fairview  
SM Fairview Complex, Quirino Hwy, corner Regalado Hwy,  
Quezon City, Metro Manila  
2022-Present
- **Secondary:** St Therese of Rose School (Caloocan City), Inc.  
No. 3, G. Reyes St., Congress Village, Caloocan, 1421 Metro Manila  
2016-2020
- **Primary:** Rainbow 5 Christian Academy Inc.  
Block 31 Lot 44, Acasia St., Rainbow Village, Phase 2, Bagumbong, Caloocan City  
2010-2016

SKILLS:

- Good in time management
- Good in verbal and written communication
- Computer literate

PERSONAL INFORMATION:

<b>Date of Birth:</b>	September 10, 2003	<b>Religion:</b>	Catholic
<b>Place of Birth:</b>	Caloocan City		
<b>Civil Status:</b>	Single		
<b>Citizenship:</b>	Filipino		