



PAULINE SY SANCHEZ

Brgy. San Francisco
San Pablo City, Laguna
Contact no.: 09674504702

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Personal Data

Birth date: December 24, 1993
Age: 30
Birthplace: San Pablo City
Sex: Female
Height: 5’2
Civil Status: Single
Nationality: Filipino
Religion: Roman Catholic

Skills

- Attentive to details and time management.
- Sense of Responsibility.
- Ability to function in an autonomous environment.
- Ability to work under pressure and work in own initiative.
- Strong attention to detail.
- Ability to always organize and prioritize work.
- Database entry
- Create Basic Website by HTML and CSS
- Proficient in the use of Microsoft 365 (Excel, Powerpoint, Word, Outlook)

Educational Attainment

College: San Pablo Colleges
Course: Bachelor of Science in Hotel And Restaurant Management
2010-2014
Associate in Computer Technology
2022-2024

Work Experience

❖ The Bakerson Marketing Corporation (FrenchBaker)
Food Attendant/Cashier
Dec 2016 – June 2017
Manila

- Preparing foods to customers
- Doing pos transactions (card/cash)

❖ Connex Technology & Industrial Services
Admin Clerk
Feb 2023- Present

- Preparing of daily reports from site
- Alphalist Data Entry & SLSP Data Entry System
- Preparing monthly contributions(SSS,PHIC,HMDF)
- Bank deposits

Trainings/ BootCamp

❖ SheCodes BootCamps
Trainees for Front-End Web Devt.
July 2024 – Present

- Basic HTML
- Basic CSS
- Basic JavaScript
- Creating basic website

Certificate

❖ Introduction to Coding
SheCodes Basic 2 weeks Course
July 2024

❖ Introduction to Web Development
SheCodes Basic-Add On 2 weeks Course
July 2024

❖ Web Development
SheCodes Plus 8 weeks course
August 2024

❖ Student Internship Awardee
Chasswood Resources/ OUM
April 2014

Character References

Sharmaine Yu

Project Director

LBS Technologies Asia Pacific Corp.

09176538998

Michael G Caparas

Instructor for emergency and disaster preparedness 4A

09289422992

Adrian F. Dionglay

Conifer Philippines

Resolution Analyst

09219308486

*I hereby certify that the above information is true
and correct to the best of my knowledge and belief.*

Applicant's signature