

## Rachelle Ortiz

#141 Paco, Obando, Bulacan  
09108251494  
Rachelleortiz31@gmail.com



### OBJECTIVE:

---

To perform at my best in the field that I have chosen seeking continues improvement and reaching capacity towards the betterment.

### EDUCATION:

---

#### TERTIARY

2013-2017

#### STI COLLEGE CALOOCAN

Bachelor of Science Tourism and Events Management

#### SECONDARY

2009-2013

#### POLO NATIONAL HIGH SCHOOL

Valenzuela City, Metro Manila

### WORK EXPERIENCES

---

#### DESTINATIONS TOUR

April-May 2016

TOUR GUIDE

TOUR OPERATOR

400 Hours

#### MACROASIA AIRPORT SERVICES

December-February 2017

FRONT DESK

RAMP SERVICE AGENT

400 Hours

### SKILLS:

---

- Proficient in both Written and Verbal English Communication.
- Good Technical Computer Skills (MS office application and MS office PowerPoint).
- Knowledgeable in Hospitality Industry.
- Competent Organizational Skills.
- Effective Social and Leadership Skills.
- Good Interpersonal Skills.
- Tour Guiding Skills.

#### **SEMINARS ATTENDED:**

---

- Self Development  
September 13, 2013  
STI College Caloocan
- Student Convergence (“Identity and Purpose”)  
March 17-18, 2014  
STI College Caloocan
- Student Leadership Summit A.Y 2015  
September 5, 2015  
STI College Caloocan
- Metamorphosis: Be STI v 2.0, Students Convergence 2015  
STI College Caloocan
- Taal Batangas Municipality for Educational Trip  
February 11, 2015  
Taal, Batangas
- Exposure and Seminar of Philippine Ecotourism  
October 7, 2015  
Villa Escudero Plantation and Resort, San Pablo City, Laguna
- BAHAY KALINGA: Charity Home for the Aged  
September 9, 2015  
Valenzuela City
- Dreams Into Reality (“A Career Talk to Tourism Student Seminar”)  
July 27, 2016  
STI College Caloocan
- Holistic Professional Image in the Tourism and Hospitality Industry  
March 8, 2016  
STI College Caloocan
- Angels Walk for Autism  
February 5, 2017  
SMX Convention Center Mall of Asia

#### **ACHIEVEMENTS:**

---

- Hari at Reyna ng Obando (HAREYO) 2014: MS. International  
May 17, 2014  
Obando, Bulacan
- Best Impromptu Speaker and Best Speaker in the Prepared Speech Test  
October 15, 2016  
STI College Caloocan

#### **CHARACTER REFERENCES:**

---

**Ms. Ana Aurea Santiago**  
STI COLLEGE CALOOCAN  
PROFESSOR  
294-4001

**Ms. Caryl Bulay**  
STI COLLEGE CALOOCAN  
PROFESSOR  
0920-975-8667