

VIDA MARIA C. CARAGA

#112 Baltazar St., 5th Ave., Grace Park, Caloocan City
0906-372-2059
vidacaraga@gmail.com



OBJECTIVE

To obtain an on the job training in a company that can provide me a way to enhance my ability to manage and to attain professional growth in the field of expertise where my knowledge and skills could be best honed and actualized.

EDUCATIONAL BACKGROUND

Tertiary

2013-Present **STI COLLEGE CALOOCAN**
BS Business Management Major in Operation

Secondary

2009-2013 **LA CONSOLACION COLLEGE – CALOOCAN**
A. Mabini St., 10th Ave., Caloocan City

SKILLS

- Proficient in basic computer software systems, such as: Microsoft Office, Excel and PowerPoint
- Self-motivated individual with the ability to work independently under minimum supervision
- Able to adapt in all situations and able to work under pressure

CHARACTER REFERENCES

Engr. John Perwin Dela Cruz
Facilities Admin
Victory Christian Fellowship
0917-631-9202

Klein Clair Magsino
Support Specialist
Malabon City
0905-390-2671