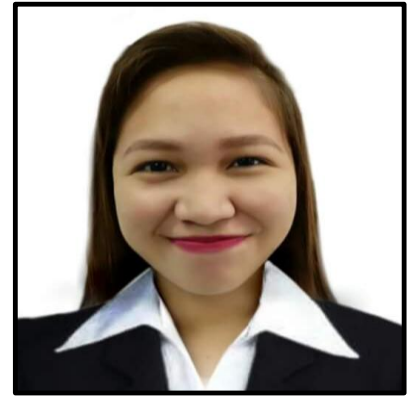


JOYMAE E. SOLANO

#300 Main Road St., Raminel Subd. Viente Reales Valenzuela City
09168207388
solanojoymae@gmail.com



OBJECTIVE

To be part of your company and to gain more knowledge and experience that will enhance my ability and to obtain a position where I can maximize my management skills, quality assurance, program development, and training experience.

EDUCATIONAL BACKGROUND

TERTIARY

2013-2017

STI COLLEGE CALOOCAN

Bachelor of Science in Business Management
Major in Operations

SECONDARY

2009-2013

MESSIAH SCHOOL FOUNDATION INC.

Valenzuela City

WORK EXPERIENCE

On the job training (560 hrs)

King Jelly Food Manufacturing Inc.

Admin Asst.

SKILLS

- Able to use Microsoft Word, Excel and Power Point
- Willing to take new challenges
- Eager to learn

SEMINARS ATTENDED

- March 14, 2016 Student's Convergence 2016 – Metamorphosis: A New Chapter Unfolds
STI Academic Center Caloocan

CHARACTER REFERENCES

Patrick Casiano

United Harvest Corporation
Accountant
09502075312

Shekinah Mae De Castro

King Jelly Food Mfg. Inc.
QA Supervisor
09168946147

Jean Rose Ramos

Monaco Manufacturing
Supervisor
09276616002

