

## Jovelyn C. Belarmino

777 LIBIS BAESA CALOOCAN CITY  
09269461049  
belarminojovelyn18@gmail.com



### OBJECTIVE

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Seeking a challenging opportunity where I will be able to utilize my organizational skills and ability to work well people, which will allow me to grow personally and professionally.

### EDUCATIONAL BACKGROUND

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#### Tertiary

2013-2017

**STI COLLEGE CALOOCAN**

Bachelor of Science in Business Management Major in Operation

#### Secondary

2012-2013

**OUR LADY OF LOURDES COLLEGE**

### SKILLS

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- Computer Literature ( MMS Word, Ms Excel, Ms Power Point)
- With good oral and communication skills
- Willing to be train
- Typing Skills

### Work Experience

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Pandayan BookShop Inc.

On The Job Trainee (560hrs)

Ms. Zyra Roque

Tel: 990-09-09

## **CHRACTER REFERENCES**

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Ms. Zyra Roque

990-09-09

PBEX/ PPD (Purchasing department)

Ms. Akis Sullera

990-09-09 Loc. 112

Hr Officer ( Hr Department )