

MARICAR F. BAUTISTA

162 B- Sotio Building General Mascardo St.

Bagong Barrio, Caloocan City

097-538-698-35

maricarbautista0519@gmail.com



OBJECTIVE

To obtain an on the job training in a company where I can use my education and skills to help the organization to meet and exceed its goals and an organization with a competitive and challenging environment where I can show my dedication to my job.

EDUCATIONAL BACKGROUND

TERTIARY

2013-2017

STI College Of Caloocan

BACHELOR OF SCIENCE IN BUSINESS MANAGEMENT

SECONDARY

2009-2013

Puerto Galera National High

WORK EXPERIENCE

Apr.2013-Oct.2013

Forms International Ent.

Filing

Oct.2008-May.2009

Coastal Mall

Sales Lady

EXTRA CURRICULAR ACTIVITIES

2012-2013

Fourth year math representative

SKILLS

- Computer Skills, (Microsoft Word, Microsoft Excel, Microsoft Power Point)
- Self motivated to succeed in any work place environment.
- Adaptability and Flexibility.
- Ability to worke ffectively in team setting.
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CHARACTER REFERENCE

CHRISTIAN M. TAEZA

Forms Int. Ent. Corp.

Technical Support/Quality Check

09752816974

MILDRED V. LOZADA

Lights & Color Sign Shop Inc.

Admin/ Executive Assistant

(02) 753-8943/ 954-4743