



Ma. Clarence Angel Isaac

I am hardworking, honest individual. I am a good timekeeper, always willing to learn new skills. I am friendly, helpful and polite, have a good sense of humor. I am able to work independently in busy environments and also within a team setting.

Contact

Phone

09293306242

Email

angelisaac@yahoo.com

Address

Brgy. Biluso Silang Cavite

Education

2019 - 2023 (Current)

**Bachelor of Science in
Information Technology**

City College of Tagaytay

2012 - 2018

Horacio Dela Costa High School

2006 - 2012

Horacio Dela Costa Elementary School

Skills

- Communication Skills
- Creative thinking
- Teamwork Skills
- Basic Computer knowledge

Language

English

Tagalog

Experience

2018 - 2022

Knights Ko Suites Hotel

Front Desk

- Completed guest accounting functions according to established hotel procedures, processing room amenity charges and refunding deposits.
- Assigned appropriate guest room accommodations during hotel check-in.
- Offered professional first impression to guests by keeping reception area clean and neat.

References

Love Abillar

Assistant Manager, Knights Ko Suites Hotel

Phone: 09052808019

Rieve Rachel A. Ledazon

Administrative Assistant, CLIMBS

Phone: 09563971089

Catherine Canada Capada

Phone: 09474865993