

# Mapano, Rubelyn C.

Address: Bairan City of Naga Cebu

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## Career Objective:

To be able to acquire new skills and a challenging job in a corporate world.

## Personal Information:

Nickname: Rubi, Bing

Nationality: Filipino

Religion: Roman-Catholic

Date of Birth: July 16, 1993

Place of Birth: City of Naga, Cebu

Civil Status: Single

Age: 19

Sex: Female

Height: 4'9

Weight: 43 kilos

Languages: English, Tagalog and Cebuano

Hobbies: Computer Gaming, Collecting DVD's, Listening to Music, Playing Basketball, Playing Badminton and Surfing in the Internet

## Family Background:

Mother's Name: Tomasa Mapano

Occupation: None

Father's Name: Iluminado Mapano SR

Occupation: None

Siblings: Charlene Mapano and Emalyn Mapano

## **Educational Background:**

College: (2010-2014)

Bachelor of Science in Business Administration

University of San Jose-Recoletos

Magallanes, Cebu City

Secondary: (2006-2010)

Naga National High School

City of Naga, Cebu

Primary: (2000-2006)

Bairan Elementary School

Bairan City of Naga Cebu

## **On-The-Job Training**

Department of Labor and Employment

**Overseas Worker Welfare Administration (OWWA)**

2<sup>nd</sup> flr., DOLE VII Bldg., Gorordo Ave. cor Gen. Maxilom Ave., Cebu City

Office assigned: Skills for Employment Scholarship Program (SESP)

June 27, 2013 – September 20, 2013 (166 hours)

## **Skills and abilities:**

\*Proficient in MS Office works

\*Been trained for System Application Program

\*Willing to be trained

\*Hardworking

\*Can do assigned tasks and can adapt easily to the environment

\*Can do work with less supervision

\*Can speak well in English and Filipino

\*Can speak basic French language

\*Good at Interpersonal skills

## **Seminars Attended:**

Seminar: Breaking Barriers in Financial Management to Attain  
Organization Excellence

Date: January 15, 2011

Venue: USJ-R Main Campus, Center of Performing Arts

Participation: Audience

Seminar: Career Assessment

Date: February 25, 2011

Venue: USJR Center of Performing Arts

Participation: Audience

Seminar: Human Resource Management

Date: August 21, 2013

Venue: USJ-R Main Campus, Business Incubator

Participation: Organizer

Seminar: Logistic and Supply Chain Management

Date: September 14, 2013

Venue: USJ-R Main Campus, Room 301

Participation: Audience

Seminar: Pre-Employment Orientation Seminar (PEOS)

Date: March 1, 2014

Venue: USJ-R Main Campus, Center for Performing Arts

Participation: Audience

## **Organization:**

**Junior Business Executive Associations (JBEA)**

University of San Jose-Recoletos

College of Commerce

Member

2010-2014

## **Reference:**

**Mr. Chris Rudyard Fruge Naval**  
Financial Management Faculty Member  
College of Commerce  
University of San Jose-Recoletos  
Magallanes St., Cebu City  
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**Mrs. Ma. Elena M. Co**  
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