



AVILES, HANZ GENO M.

Bachelor of Science in Business Administration
Major in Marketing Management

PERSONAL BACKGROUND

Address

254 A P. Rosales Street. Sta Ana Pateros, Metro Manila.

1621, Pateros

Phone Number

0956-726-0128

Telephone Number

898-363-15

Email

hanzaviles9@gmail.com

Date of Birth

September 10, 1999

Age

21

Gender

Male

Nationality

Filipino

Marital Status

Single

Parents

Mother: Marites M. Aviles - UCPB

Father: Dante F. Aviles - OFW

Linkedin

www.linkedin.com/in/hanz-aviles-49a43b212/

Skills

- SAP Business One
- Capable of effectively communicating in both written, and oral forms.
- Proficient with Microsoft Word, Excel, and PowerPoint.
- Organizing and Planning - *Skillful*
- Managing Social Media - *Skillful*
- Video Production and Graphic Design - *Experienced*
- Investments (Stocks, Foreign Exchange, Cryptocurrency) - *Basic*
- Capable of driving a car, and has a Non-Professional driver's license

CAREER OBJECTIVE

"As a marketing management graduate, I have successfully completed a comprehensive bootcamp with Uplift Code Camp, equipping myself with practical skills and knowledge in software engineering. I am now eager to leverage my diverse background and newfound expertise to transition into a fulfilling career as a software engineer. My adaptability and commitment to continuous learning make me well-prepared to contribute effectively to innovative projects in this dynamic field."

EDUCATION AND QUALIFICATION

Tertiary: Centro Escolar University

Legaspi Village, City of Makati

Bachelor of Science in Business Administration

Major in Marketing

2018 - 2021

Secondary: Pateros Catholic School

B. Morcilla St, Pateros, 1620 Metro Manila

Senior Highschool 2016 - 2018 (Visual arts & Design Track)

Junior Highschool 2011 - 2016

Elementary: Pateros Catholic School

B. Morcilla St, Pateros, 1620 Metro Manila

2006 - 2011

WORK EXPERIENCE

Accenture Inc. - July 19, 2021 to January 31, 2023

Position: Human Resource Associate/ HR Service Delivery Associate

- Assist in BHP's employee and contractor termination processes, ensuring a smooth transition for all parties involved.
- Oversee and facilitate the separation procedures for employees and contractors across various assets of BHP.
- Thoroughly calculate and investigate payments that employees are entitled to, ensuring proper compensation and possible recoupment when necessary.
- Efficiently manage and address inquiries from terminated employees, offering comprehensive solutions to their concerns and ensuring a positive experience during the exit process at BHP.