



FURUKAWA AUTOMOTIVE SYSTEMS
LIMA PHILIPPINES, INC.

Accounting Staff

Latest
1x1 Picture
(red background)

13k-16k

PERSONNEL INFORMATION FORM

Position Applied for.: Accounting Staff

Employee no.: _____

PERSONAL DATA:

SURNAME <u>CEQUEÑA</u>	FIRST NAME <u>CZARINA ANN</u>	MIDDLE NAME <u>LLANES</u>	NICKNAME <u>CZA / CZARINA</u>	AGE <u>21</u>	GENDER <input checked="" type="checkbox"/> Female <input type="checkbox"/> Male
PRESENT ADDRESS (Complete Address) <u>089 PALIGAWAN, BALETE, BATANGAS</u>		DATE OF BIRTH <u>NOVEMBER 10, 1997</u>		RELIGION <u>ROMAN CATHOLIC</u>	CIVIL STATUS <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Single-Parent <input type="checkbox"/> Separated <input type="checkbox"/> Widow/er
PERMANENT/PROVINCIAL ADDRESS (Complete Address) <u>089 PALIGAWAN, BALETE, BATANGAS</u>		PLACE OF BIRTH <u>LIPA CITY, BATANGAS</u>		BLOOD TYPE <u>O</u>	
EMAIL ADDRESS <u>czarinaann10@gmail.com</u>	SOCIAL MEDIA ACCOUNT (FB, Instagram) <u>Czarina Cequeña</u>		TEL/ CEL NOS. <u>09293183976</u>	WEIGHT <u>60 kg</u>	HEIGHT <u>160 cm</u>
SSS NO <u>04-4242227-5</u>	PAG-IBIG NO <u>1212 5490 7710</u>	PASSPORT NO <u>P8286426A</u>	DRIVER'S LICENSE NO <u>N/A</u>		
TIN NO <u>N/A</u>	PHILHEALTH NO <u>N/A</u>	VALIDITY DATE <u>AUGUST 09, 2028</u>	PROFESSIONAL LICENSE NO <u>N/A</u>		

FAMILY DATA:

SPOUSE NAME	AGE	OCCUPATION	COMPANY
CHILDREN'S NAME (from eldest to youngest)			
1.	AGE	OCCUPATION	COMPANY
2.			
3.			
4.			
FATHER'S NAME <u>MATIAS U. CEQUEÑA, JR.</u>	AGE <u>52</u>	OCCUPATION <u>OFW</u>	COMPANY <u>AUGUSTEA SHIP MANNING COMPANY</u>
MOTHER'S NAME <u>VICTORINA L. CEQUEÑA</u>	AGE <u>45</u>	OCCUPATION <u>HOUSEWIFE</u>	COMPANY <u>N/A</u>
SISTERS/BROTHERS (from eldest to youngest)			
1. <u>CAMILLE JOY L. CEQUEÑA</u>	24	N/A	N/A
2. <u>JOHN CHRISTOPHER L. CEQUEÑA</u>	20	STUDENT	ABCOMM N/A
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
PERSON TO BE NOTIFIED IN CASE OF EMERGENCY <u>VICTORINA L. CEQUEÑA</u>		RELATIONSHIP <u>MOTHER</u>	CONTACT NO. <u>0921 730 2364</u>
		ADDRESS <u>089 PALIGAWAN, BALETE, BATANGAS</u>	

EDUCATIONAL BACKGROUND:

	NAME OF SCHOOL	DATE GRADUATED	PUT CHECK IF GRADUATED	DEGREE/COURSE
ELEMENTARY	<u>THE MABINI ACADEMY</u>	<u>MAR. 2016</u>	<input checked="" type="checkbox"/>	
SECONDARY (HIGH SCHOOL)	<u>THE MABINI ACADEMY</u>	<u>MAR. 2014</u>	<input checked="" type="checkbox"/>	
VOCATIONAL				
TERTIARY (COLLEGE)	<u>UNIVERSITY OF BATANGAS</u>	<u>JUL. 2019</u>	<input checked="" type="checkbox"/>	<u>BSBA ACCTG. MGT.</u>

challenge: did not pass the qualifying exam -

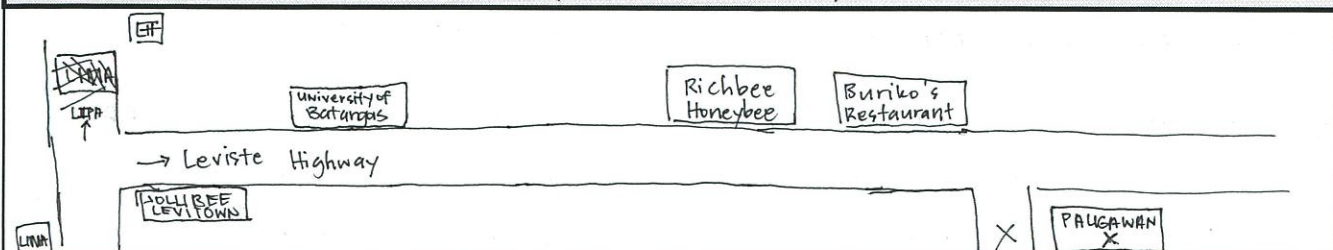
• 1st ~ 4th yr. BS Accountancy ~ shifted during 5th yr.

EMPLOYMENT RECORD:

COMPANY NAME (start with your present job)	POSITION	FROM (Month & Year)	TO (Month & Year)	REASON OF LEAVING	BASIC SALARY
1.					
2.					
3.					
4.					
5.					

CHARACTER REFERENCES (not relatives):

NAME	CONTACT NO	OCCUPATION	COMPANY
1. FRIAN JOHANNES ALDAY, CPA	09255113041	INSTRUCTOR (Part-time)	University of Batangas
2. ATTY. JORDAN JALBUNA, CPA	0935 8647447		

SKETCH THE LOCATION OF YOUR PRESENT ADDRESS (Pls. indicate the landmarks):


I certify that the information contained in this application is true and complete. I understand that false information & misdeclaration may be grounds for not hiring me or for immediate termination of employment if I am hired. I authorize the verification of any and all information listed above.

By affixing my signature on this document and other forms attached. I agree that those information may be processed, shared, disclosed, transferred or used by the company for purposes related to my employment in accordance with the Data Privacy Act of 2012 and its implementing rules and regulations.

Name & Signature:

CZARINA ANN L. CEQUEÑA

Date Accomplished:

NOVEMBER 09, 2019

INTERVIEW ASSESSMENT
To be filled-up by Recruitment Section:

GENERAL INFORMATION	Yes / No	REMARKS	DESCRIPTION	RATINGS	REMARKS
1. Are you willing and able to stand for long periods of time?	Yes		1. Appearance/Mannerism	4	GOALS
2. Are you willing to work on any shift?	Yes		2. Speech/Communication	4	> help family
3. Do you smoke?	No		3. Reasoning & Judgement	4	> successful person
4. Do you drink alcoholic beverages?	No		4. Job Knowledge	1	> improve skills & capabilities
5. Have you ever worked for FALP before?	NO		5. Experience in Work Applied	1	
6. Is this your 1st time to apply & be interviewed at FALP?	Yes		6. General Knowledge	4	
7. Do you have plans to work abroad?	NO		7. Pose & Maturity	4	
8. Do you have relatives/friends working in FALP?	NO		8. Personality, Attitude & Social Adjustment	3	
9. How did you find out the Job Vacancy?	<input type="checkbox"/> Walk-in <input type="checkbox"/> Job Site <input checked="" type="checkbox"/> Indeed <input type="checkbox"/> Referral <input type="checkbox"/> Others (pls specify)		Ratings		Results: self-growth
			1 - Poor 4 - Good	Recommended	<input type="checkbox"/>
			2 - Fair 5 - Outstanding	Not Recommended	<input type="checkbox"/>
			3 - Average	Pending ()	<input type="checkbox"/>

Comments:

CB: X
A: X
H: Yes - dengue (2017)
MH: X
BT: X

Conducted by: (Name & Signature)

Date:

To be filled-up by HR Section:

Salary & Benefits	Amount	Remarks	Salary & Benefits	Amount	Remarks
1. Latest Salary			4. Non-Monetary Benefits		
2. Number of Bonuses					
3. Cash Allowance			Others		
Comments: None			Conducted by: (Name & Signature)		Date:

Most challenging exp:

> balancing time doing OT & qualifying exam (FALP)



CZARINA ANN L. CEQUEÑA

Bachelor of Science in Business Administration
Major in Accounting Management

CONTACT



089 Paligawan, Balete,
Batangas, 4219



(+63) 929 - 318 - 3976



czarinaann10@gmail.com

EDUCATION

2019

UNIVERSITY OF BATANGAS LIPA CAMPUS

Maraouy-Balete Road, Balintawak,
Lipa City, Batangas

Bachelor of Science in Business
Administration Major in
Accounting Management

2014

THE MABINI ACADEMY

Balintawak, Lipa City, Batangas
High School Diploma

2010

THE MABINI ACADEMY

Balintawak, Lipa City, Batangas
Elementary Diploma

LANGUAGES

FILIPINO

ENGLISH

ITALIAN

PERSONAL INFORMATION

AGE : 21
DATE OF BIRTH : November 10, 1997
BIRTH PLACE : Lipa City, Batangas
GENDER : Female
MARITAL STATUS : Single
CITIZENSHIP : Filipino
FATHER : Matias U. Cequeña, Jr.
MOTHER : Victorina L. Cequeña
SIBLING(S) : Camille Joy L. Cequeña
John Christopher L.
Cequeña

CHARACTER REFERENCE

FRIAN JOHANNES ALDAY, CPA
Former Instructor, BS Accountancy
University of Batangas - Lipa Campus
(+63) 925-511-3041

ATTY. JORDAN T. JALBUNA, CPA
Former Instructor, BS Accountancy
University of Batangas - Lipa Campus
(+63) 935-864-7447

Career Objective

To obtain an occupation in an institution to further my experience in the accounting profession and to utilize my skills as an accounting management graduate for development and to work in a highly competitive environment to seek new situations, pursue adaptability, create exceptional value and maximize my share of experiences thus developing a phenomenally successful attitude towards living on the edge.

TRAINING EXPERIENCE

COMMISSION ON AUDIT

Fernando Airbase, AETDC (June 25, 2018 — October 09, 2018)

STUDENT INTERN

300hrs → but act'l became 400hrs

-BIR
-NBI
-LRA

HIGHLIGHTS OF QUALIFICATIONS

- Honest and hardworking
- Can manage daily entry for transactions
- Knowledgeable about basic, financial, cost, managerial and advance accounting
- Effective ability to solve problems
- Knowledgeable on the basics of Microsoft Office (Word, Excel, PowerPoint)

- quot receipt
- working papers

AWARDS AND ACHIEVEMENTS

CIVIL SERVICE ELIGIBLE

Professional Level
March 2019

DEAN'S LISTER

University of Batangas—Lipa Campus
2015-2017/ 2018-2019

ACADEMIC SCHOLAR

Batangas Provincial Educational
Assistance Program (BPEAP)
2016-2019

CHED SCHOLAR

Tulong Dunong (TD) Scholarship
2014-2015

FIRST HONORABLE MENTION

The Mabini Academy
2010

ROYAL RUMBLE ROBOTICS COMPETITION

Champion
2013-2014

SEMINARS ATTENDED

SPECIAL TOPICS OF TAXATION AND REGULATORY FRAMEWORK FOR BUSINESS TRANSACTIONS

UB Gymnasium. University of Batangas—Lipa Campus
November 25, 26, and December 2, 2017

SOCIAL SCIENCE ASSEMBLY: REVISITING THE AGRARIAN REFORM IN BATANGAS PROVINCE

UB Gymnasium. University of Batangas—Lipa Campus
March 10, 2017

3RD HERNANDO B. PEREZ ACCOUNTING CUP "BOA UPDATES"

University of Batangas—Batangas Campus
February 24, 2017

BLAZING THE TRIAL FOR RESPONSIVE DYNAMIC FUTURE BUSINESS PROFESSIONALS

UB Gymnasium. University of Batangas—Lipa Campus

I do hereby certify that above particulars of information and facts stated are true, correct and complete to the best of my knowledge and belief.

Cequeña CAL

CZARINA ANN L. CEQUEÑA
(Applicant)