



# CAMILLE GRACE FORTINEZ

F R E S H   G R A D U A T E

## ABOUT ME

I offer a diverse skill set and a passion for excellence. My experience spans academic writing, leadership, and participation in psychology seminars. With a robust foundation in leadership and a deep commitment to both scholarly and professional growth, I prioritize open and effective communication across all organizational levels to foster a cohesive and successful work environment.

## EDUCATION

University of the Immaculate Conception 2020 - 2024

**Bachelor of Arts In Psychology**

### AWARDS

- Outstanding Student Leader, Outstanding Research, Outstanding Intern, Best in Performance in Literary, The Collegiate Immaculate Institutional Award, Dean's Merit Award

### LEADERSHIP & OTHER AFFILIATIONS

- College of Arts and Humanities Student Council Officer 2021 - 2024

### EXPERIENCES

- Delegate in Virtual Mental Webinar entitled BTS: Break the Stigma hosted by DLSU (2021)
- Conducted a Mental Health Awareness Seminar at the University of Immaculate Conception (2023)
- Delegate in Kalingawasan: The Local Mental Health Summit in Holy Cross College of Davao (2023)
- Volunteer at Philippine Mental Health Association, Inc. in Davao City (2023)

## WORK EXPERIENCE

### ON THE JOB TRAINING

GUIDANCE STAFF January 2024

**University of the Immaculate Conception - Guidance Office**

- Administer tests for the applicants and the students.
- Checking, interpreting, and encoding test results.

HR STAFF February 2024

**United Davao Specialist**

- managing the employee life cycle (i.e., recruiting, hiring, onboarding, training, and firing employees) and administering employee benefits.

CLINICAL FACILITATOR March 2024

**J.J. Valderrama Behavioral Management Center**

- Facilitate Structured Learning Experience for the clients in the treatment facility and provides a safe space for people with addiction and behavioral problems

## Contact

### Phone

09369535321

### Email

fortinezcamille@gmail.com

### Address

Beltran Subdivision, Kidapawan  
City

## Expertise

- GSuite
- Microsoft Office
- Meta Business Suite
- Notion
- Computer literacy Skills
- Capcut
- Canva
- Filmora
- Sony Vegas

## Soft Skills

- Verbal and Written Communication Skills
- Computer literacy Skills
- Organizational Skills
- Time-Management Skills
- Detail Oriented
- Creative

## Language

English

Filipino

Bisaya