

Gilchrist A. Calunia

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Career Objective:

Looking for challenging job with greater responsibility and having a good chance for growth that will utilize my skills, I would like to explore myself in your organization. I aspire for a challenging position in a professional organization where I can enhance my skills and strengthen my performance. I declare that the mentioned information is true with best of my knowledge.

Personal Data:

Age: 22

Date of Birth: September 4, 1997

Nationality: Filipino

Gender: Male

Civil Status; Single

Language known: English, Tagalog

Current Address: San Agustin, Tomas Oppus, Southern Leyte

Religion: Roman Catholic

Educational attainment:

College

Southern Leyte State University

Bachelor of Science in Information Technology major in Networking

Sogod, Southern Leyte

S.Y. 2018-2019

Secondary

Don Agustin F. Escaño National High School

S.Y. 2013-2014

Primary

Tomas Oppus Central School

S.Y. 2009-2010

Personal Skills:

- Microsoft Office Specialist
- Photoshop
- Freelance Video Editor – Premiere Pro

Training

- On the Job Training at DOLE RO7 Cebu City

Experience

- **IT Specialist and Data Encoder** (6 months)
 - Department of Labor and Employment Region 7
Gorordo Avenue General Maxilom Insular Building, Cebu City
August 2019 – February 2020

- **Freelance Video Editor**
 - Upwork Online
Maasin City
September 2020 - Present

Work Description:

- Positive and teachable attitude
- Punctual, works well under pressure and very cooperative in team environment
- Experience the Microsoft Office Software

I hereby certify that the following information is true and correct to the best of my knowledge.

GILCHRIST A. CALUNIA
Applicant