

CRISILYN DOLFE R. GONZAGA

Blk 8 Lot 3A St. John Street Phase 1
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OBJECTIVE:

To pursue a highly rewarding career, seeking for a job in challenging and healthy work environment where I can utilize my skills and knowledge efficiently for organizational growth.

SUMMARY OF QUALIFICATIONS:

- Ability of exceptional listener and communicator
- Positive Attitude/Motivation/Energy/Passion
- Ability to work hard and a confident one to achieve excellence.
- Ability to manage multiple assignments and tasks, set priorities, and adapt to changing conditions and work assignments.

EDUCATIONAL BACKGROUND

2013-2017 TERTIARY EDUCATION

STI College Las Piñas
(BS Business Management Major in Operations)

2009-2012 SECONDARY EDUCATION

Las Piñas East National High School

Training/Seminars Attended:

- 22nd STI National Youth Convention “Soar High” – February 2017, Aliw Theater, CCP Complex, Vicente Sotto Street, Pasay City, Metro Manila
 - 21th STI National Youth Convention “I Will Lead Innovation --- February 2016, Aliw Theater, CCP Complex, Vicente Sotto Street, Pasay City, Metro Manila.
 - Tupperware Brands Everyday COC (Chain Of Confidence) --- August 2015, STI College Las Pinas, Elena Building, Real Street, Pamplona, Las Piñas City
 - 20th STI National Youth Convention “Mission Possible, Operation: STI Heroes” – February 2015, Aliw Theater, CCP Complex, Vicente Sotto Street, Pasay City,
 - BASIC SALESMANSHIP, Vista Center for Professional Development 3F Starmall Alabang Muntinlupa City, October 2017
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TRAINING (INTERNSHIP):

Villar SIPAG Foundation (Social Institute for Poverty Alleviation and Governance)

C.Masibay Street BF Resort Village Las Pinas City.

November 2016 – February 2017

Task Assigned:

- Encoding
- Document Filling
- Receiving phone calls

WORKING EXPERIENCE:

VISTA LAND (CAMELLA HOMES)

June 2017 - January 2018

Duties:

- Assist Clients
- Set Trippings

- Digital Marketing

CONVERGYS INC.

Customer Service/Sales

March 2018 - January 2019

- Inbound calls from US
- Assisting clients with their **concern**

HINDUJA GLOBAL SOLUTIONS

Process Associate

March 2019 - August 2020

24-7 INTOUCH

Customer Service Rep 2

October 2021 - August 2023

PERSONAL INFORMATION:

Date of Birth: December 23, 1995

Age: 27 years old

Citizenship: Filipino

Religion: Roman Catholic

REFERENCES: Available upon request.

I certify that all information's above are true and verifiable.

Crisilyn Dolfe R. Gonzaga
Applicant