



CLEYFORD JAS SABID

CONTACT

+63 9677038693

cleyfordcommander@gmail.com

Ma-a, Davao City,
Philippines

EDUCATION

2019- 2023
UNIVERSITY OF MINDANAO
MAIN CAMPUS

- Bachelor of Secondary Education Major in Science

2017-2019
LAWA NATIONAL SENIOR
HIGH SCHOOL

SKILLS

- Critical Thinking
- Time Management
- Inbound Sales
- Effective Communication
- Creativity and Problem Solving

LANGUAGES

- English
- Tagalog

PROFILE

I am perpetually driven by a passion for excellence and an unwavering commitment to delivering high-quality results. I actively seek opportunities to learn and grow, always striving to enhance my skills and knowledge. My versatility and dedication are matched by my adaptability, enabling me to thrive in fast-paced and ever-evolving environments. With a proactive approach and a readiness to embrace new challenges, I consistently prove to be a valuable asset to any team.

WORK EXPERIENCE

- **VXI DAVAO- CENTRALE** 2023
ComCast - Repair/ Technical Support
 - Address technical problems and prepare thorough reports outlining the client's issue and the remedy offer.
 - Explain billing concerns and provide resolution by promoting services based on client's need.
- **Alorica Davao** 2020- 2022
Customer Service Representative - CAESARS ENTERTAINMENT
 - Develop, build and maintain customers welfare to maximize retention and ensure that their issues and concerns are being solved.
 - Handling customers calls, despite the degree of difficulty in a courteous and business like fashion.
 - Maintained customer satisfaction with forwarding strategies focused on addressing customer needs and resolving concerns.
 - Booking Hotel Reservation and Casino especially Caesars Palace one of the best hotel in Las Vegas. Responses and answers customer/guest concerns and queries.
 - Booking Restaurant reservation in Las Vegas including Gordon Ramsey's Hell Kitchen one of the best restaurant in Vegas.
 - Offer and Sell Credit Cards to our valued guest from different countries.
- **Awesome OS DAVAO** 2019-2020
Customer Service Representative
 - Inbound Calls
 - Reponses costumers concerns
 - Providing excellent quality customer service and other duties as assigned.

REFERENCE

Glenn Anggoy
Virtual Assistant
Phone: 09292279279
Email: modaglenn@gmail.com

Pearly Bueno
Virtual Assistant
Phone: 09104873001
Email: buenopearly@gmail.com