

GERUELA, CLAIRE ANGELI T.



Phase 2 Block 17 Lot 16, Seabreeze Homes, Cabid-An, Sorsogon City

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CAREER OBJECTIVE:

I aim to cater my skills and knowledge in variety of types of virtual assistance jobs and on the other hand be able to grow in knowledge and excel in this field to improve the company's status.

PERSONAL INFORMATION:

Date of Birth: November 25, 1994**Place of Birth:** Sorsogon City

Age: 24 years old**Civil Status:** Married

Gender: Female

Nickname: Claire, Angel

Mother: Germelyn J. Tuquero**Occupation:** Former Government Employee

Father: Ferdinand H. Tuquero**Occupation:** Retired PNP

Religion: Born Again Christian

EDUCATIONAL ATTAINMENT:

Tertiary Education

School: AMEC-BCCM

Degree: Bachelor of Science in Medical Technology

Address: Legazpi, Albay

Undergraduate

School: SLMCS

Degree: BSED Major in Biological Science

Address: Sorsogon City

Undergraduate

School: Bicol University

Degree: Bachelor of Science Major in Chemistry

Address: Legazpi, Albay

Undergraduate

Secondary Education

School: Sorsogon National High School

Address: Sorsogon City

School Year: 2007-2011

Primary Education

School: Sorsogon Pilot Elementary School

Address: Sorsogon City

School Year: 2001-2007

SKILLS:

- Computer Literate/ Adobe Photoshop/ Canva
- Able to multi-task and easy to approach.
- Can speak, read and write in English/Tagalog.
- Has the ability to work individually or as part of a group,

WORK EXPERIENCE:

Owner

Bluink Printing and Graphic Designs

Balogo, Sorsogon City

2013-up to date

Youth Coordinator/Teacher

C.H.R.I.S.T Ministry Centers, Phil.

Gubat, Sorsogon

2018-up to date

Online ESL Teacher

ACADSOC

2019 - 2023

Online ESL Teacher

EINGLISH

2023 - 2025

Online ESL Teacher

ENG00

2023 - 2025

Customer Representative

ALORICA (Telco Account)

2025

REFERENCE:

PASTORA NENITA G. PEREZ

Real Estate Agent

CMC-Gubat,Sorsogon

IRENE MADONNA C. BUNCHA

Coordinator

ALS

