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| **scanned pic.jpg**  **SHIELA MARIE A. ABANTO** | |
| **Contact Information** | |
| **Address : Blk 83 Lot 7 Purok 7 Barangay Bagong Buhay SJDM Bulacan**  **Mobile No** : +639309047157  **Email Address** : lil\_mei28@yahoo.com | |
| **Personal Backgrounds** | |
| **Age** : 19 years old  **Nationality** : Filipino  **Civil Status** : Single  **Religion : Catholic** | **Date of Birth :** July 28, 1994  **Gender :** Female  **Height :** 5’3”  **Weight :** 49kg |
| **Educational Background** | |
| **Elementary :** Tandang Sora integrated School  **Date Graduated : 2004-2008**  **Secondary :** FVR National High School  **Date Graduated : 2008-2012**  **College : Ama Computer Learning Center**  **Course :** Business and Office Administration Services  **Date Graduated :** 2012-2014 | |
| **Skills and Achievement** | |
| Computer Literate (MS Word, Ms Excel, Ms Power-Point) NCIII Bookkeeping | |
| **Career Objectives** | |
| To increase the competence, knowledge, and experience in the field of my expertise or any position that suit to my qualification. | |
| **Work Experience** | |
| **Company Name : Brilliant Creation Pubishing**  **Company Address : Bonanza Plaza 2 Bldg., Putol na Daan Street, Quirino Highway, Lagro Quezon City**  **Position : On-The-JobTraining (OJT) / Encoder** | |
|  | |
| **References** | |
| **Name : Mr.** Marvin Relagio  **Contact No. :** 09307651137  **Company :**  United Contaner Corporation  **Position :**  Machine Operator  **Name : Mr.** Hilario P. Almazan  **Contact No. :** 09236590041  **Company :** Caloocan Gas Corporation  **Position :** Supervisor  **Name :** Ms. Carole Bancoro  **Contact No. :** 09433074558  **Company :** ACLC Commonwealth  **Position :** School Directress | |

This is to certify that allinformation above is true and correct to the best of my Knowledge and belief.

**SHIELA MARIE A. ABANTO**

Applicant