



DANE DAYDAY LUAREZ ARNAN

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KEY FOR SUCCESS:

Integrity
Ethics
Leadership
Teamwork
Training
Communication
Continuous Improvement

OBJECTIVE:

To find a challenging position to meet my competencies, capabilities, skills and experience.

I – PERSONAL INFORMATION:

Place of Birth : Tabon, Bislig City, Surigao del Sur
Gender : Female
Citizenship : Filipino
Civil Status : Single
Religion/Sect : Kingdom of Jesus Christ, TNAEN
Father's Name : Charlito Azarcon Arnan
Mother's Name : Carolina Aboloc Luarez

II – EDUCATIONAL BACKGROUND:

Elementary Education : Requina Elementary School
Address : Tabon, Bislig City
Year Graduated : March 1997

High School Education : Tabon M. Estrella National High School
Address : Mangagoy, Bislig City
Year Graduated : April 2001

College : Bachelor of Science in Computer Science
School : Saint Michael's College
Address : Cantilan, Surigao del Sur
Year Graduated : April 2005

Vocational : Computer Hardware Servicing NCII
School : Jose Maria College College
Address : Davao City
Year Graduated : March 2013

Vocational : Computer Systems Servicing NCII
School : Core-IT
Address : Davao City
Year Graduated : May 2015

III – WORK EXPERIENCE:

2005-2007 : Secretary
Company Name : Mindanao Bohol Cooperative
Address : Panacan, Davao City

May 2007- May 2010 : Administrative Staff
Specialized in : Typing, Networking, Troubleshooting
Company Name : Children's Joy Foundation
Company Address : Project 8, Quezon Ciity

June 2010 - Present : Faculty/TESDA Trainer
Specialized in : Typing, Networking, Troubleshooting
Company Name : Jose Maria College
Company Address : Sasa, Davao City

June 2015 – Present : Faculty/Senior High School
Specialized in : Typing, Networking, Troubleshooting
Company Name : Jose Maria College
Company Address : Sasa, Davao City

June 2012 – May 2014 : Telecommunication Marketing Staff
Company Name : Jose Maria College
Company Address : Sasa, Davao City

IV– SEMINAR'S ATTENDED:

November 2006 : Teacher's Treasure
Conducted by : Jose Maria College/Smart PLDT
Address : Catitipan, Davao City

V – SKILLS AND ABILITIES:

- : Hardware Networking
- : Troubleshooting
- : File sharing
- : Installation
- : Typing
- : Ability to handle the group
- : Playing guitar

VI – OTHER SKILLS:

- : Hardworking, and desire to help others
- : Willing to take on new challenges
- : Open-minded and able to work independently
- : Can manage my time

VII – AWARDS:

- School Award : Best in Math
Best in Science
Academic Awardee
- Place of Award : Saint Michael's College
Cantilan, Surigao del Sur

- TESDA Award : Computer Hardware Servicing NCII

- 2004-2005 : Honor Student
Tabon Maximino Estrella National High School
Mangagoy, Bislig City, Surigao del Sur

- 1998-1999 : Honor Student
Requina Elementary School
Tabon, Bislig City, Surigao del Sur

VIII – REFERENCES:

- Ms. Aciscla Guibone : Jose Maria College
HRMD- Staff
- Address : Agdao, Davao City
- CP No. : +63950-483-6455

- Ms. Wena Lotino : Jose Maria College
Bookstore Manager
- Address : San Juan, Panacan, Davao City
- CP No. : +63921-650-6670