



CARLA MAE ESCABARTE RABOY

Home town/Current Address:
Purok 16, Magsaysay, Nabunturan,
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Philippines

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PERSONAL PARTICULARS

Age: 35 years old
Gender: Female
Nationality: Filipino
Date of Birth: November 20, 1985
Civil Status: Single

Height: 5'4"
Weight: 120 lbs.
Religion: Roman Catholic
Place of Birth: Tagum City, Davao del Norte

CAREER OBJECTIVE

I want to be self-reliant, able to manage my time and adopt my skills on different tasks and responsibilities; focus on definitive value of personal and professional growth especially through finishing my work on time.

CORE COMPETENCE

- Highly motivated, especially skilled in building effective, productive working performance with colleagues.
- A talent for analyzing significant information and possessed strategies on how to teach and deal with different type of individual.
- Highly competent and knowledgeable on analyzing statement, extracting the thought of the idea and interpret.
- Responds well in fast-paced, high-pressure environment.
- Computer literate (with 60 wpm typing speed) and good communication skills (English and Tagalog).

WORK EXPERIENCE

LME Singer Appliance Center

L. Arabejo Street, Nabunturan, Davao de Oro, Philippines
Assistant Clerk – working student (March 2002 – January 2005)

- Prepares request for payments/cash advances, liquidation reports and other related documents.
- Facilitates payments to direct dealer.
- Attend to customers' inquiry with regards to mode and specifications of different type of appliance.

Transcription & Translation Experience

Quicktate - <https://typists.quicktate.com/login>.

- Voice mail Transcription - Independent Contractor (July 28, 2010 - May 29, 2012)

Appen Butler Hill - <http://appenonline.appen.com.au>

- Voice mail Transcription - Independent Contractor (March 26, 2012 - July 5, 2012)

Gengo Translation Service - <http://gengo.com/>

English – Tagalog Translator

- Standard Rank – April 30, 2012 – December 2016
- Professional Rank - June 18, 2012 – December 2016

TOMEDS - Smart Human Translations <http://tomedes.com/>

English – Tagalog / Tagalog – English Translator

- June 28, 2010 – present

ONE HOUR TRANSLATION™ - <http://www.onehourtranslation.com>

Certified English – Tagalog Translator

- January 31, 2013 – November 15, 2013

TRANSLATED - <http://www.translated.net/en/>

English-Tagalog/Tagalog-English Translator

English-Cebuano, English-Hiligaynon

- June 2, 2014 – May 2019

Text4U Translation Services – www.Text4U.co.il

English – Tagalog (Legal Document)

- June 4, 2014 (one time project)

PROFESSIONAL TRAININGS

Arriessgado College Foundation, Inc. (Extension Building) – Nursing Department Hall

Healthy Mind, Body Heart Lets Do Our Part (February 5, 2009)

- Hormonal release, the brain and the immune system communicate and interact in order to regulate the body's responses to stress, both external and internal.

Nursing Entrepreneurship (February 13, 2009)

- The key role nurses play in addressing the nation's health care crisis and how nursing entrepreneurship is changing the paradigm for nurses globally.

EDUCATION

Tertiary

Bachelor of Science in Nursing (October 2009)

Arriessgado College Foundation, Inc.

Bonifacio Street, Tagum City

Davao del Norte, Philippines

Secondary

Nabunturan National Comprehensive High School

National Highway, Poblacion Nabunturan

Compostela Valley Province, Philippines

Date Graduated: 2002

Primary

Nabunturan Central Elementary School

Purok 4 Poblacion, Nabunturan,

Compostela Valley Province, Philippines

Date Graduated: 1998

REFEFERENCES

Marilou P. Impuesto – Consumer Accounts Department Manager - Davao del Norte Electric Cooperative, Inc. (DANECO) Tagum City, Davao del Norte, Philippines. Office Telephone No.: (6384) 400-2719. Mobile No. +639189651367. Email Address: loumari2001@yahoo.com

Alex Ivan Juneforth G. Bolor – Former Medical Transcriptionist/Instructor – MTC, Quirino Street, Davao City, Philippines. Mobile No.: +639427852954. Email Address: sundownkid726@gmail.com

Natalia Manidis – Former Community Manager - Gengo Translation Service - <http://gengo.com/>. Email Address: natalia.manidis@gengo.com