

## Contact

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## Top Skills

Contact Centers

Data Analysis

Analytical Skills

## Certifications

Social Media Marketing for Small Business

# Lea Lipon

Production Support Operator at Ceridian  
Cebu, Central Visayas, Philippines

## Summary

An experienced CSR of five years. Proficient in using Microsoft Office Apps and G-Suite, also an expert using ZoHo and Salesforce CRM, can do phones, email, and chat support.

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## Experience

Ceridian  
Production Support Operator  
May 2022 - November 2022 (7 months)

Diversify Offshore Staffing Solutions  
Customer Care Consultant  
September 2021 - May 2022 (9 months)

EXL  
Senior Customer Service Associate  
January 2020 - August 2021 (1 year 8 months)

Teleperformance Philippines  
Inbound Customer Service Representative  
September 2018 - December 2019 (1 year 4 months)

SupportZebra  
Call Center Representative  
July 2013 - February 2015 (1 year 8 months)

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## Education

Western Mindanao State University  
Associate's degree, Computer and Information Sciences and Support Services · (2010 - 2013)