

PRECIOUS GRACE M. JOBLI

#15 CHESTNUT STREET, SSS VILLAGE,
BRGY. CONCEPCION DOS, MARIKINA CITY, NCR 1811
CELLPHONE: 0905-256-1099
preciousjobli@gmail.com



SKILLS

- Competent in using MS Office
 - Has excellent communication skills
 - Works well with others
 - Organized
 - Attentive to details and instructions
 - Fluent in English and Tagalog
 - With Basic Life Support training
-

WORK HISTORY

TRINITY UNIVERSITY OF ASIA - College of Medical Technology

Volunteer as Assistant, Musical Director | E. Rodriguez, Quezon City | 4 years

- Assists in mass Blood Donation programs
- Pageant Coordinator
- Musical Director
- Outreach Program Coordinator

RUSTAN COFFEE CORPORATION – Starbucks Coffee Philippines

Part-time Barista | 14 Jupiter, Makati City | 6 months

- Maintained café cleanliness at all times, including cleaning tables, maintaining condiment bar, and removing trash.
- Prepared and served drinks and food in accordance with health codes and café standards.
- Performed all support tasks such as cleaning cases and equipment, and restocking display cases.
- Worked on registers daily to authorize returns and exchanges, and audit receipts.

Quantrics Enterprises Inc.

Customer Service Representative | Taytay, Rizal | 1 year & 1 month

- Able to work under pressure
- Professionally handled challenging situations
- Resolved customer's concerns
- Worked efficiently
- Upsell products and promotions available to customers

Uber

Service Quality Risk & Compliance Specialist I | McKinley Parkway, Taguig City | 6 months

- Investigated potential fraudulent activities from users of the platform.
- Provided fast and accurate actions in performing risk protocols to address bad actors.
- Resolved customer contacts to unblock user account and payments.
- Identified users adversely affected by phishing accounts.
- Detected and resolved early trends in financial fraud schemes.

TRAININGS AND SEMINARS

Red Cross Philippines | Quezon City | 2015

- Basic Life Support Training
- First Aid Training

Our Lady of Fatima University | Antipolo City

- HIV/AIDS Awareness Seminar (September 2018)
- Dengue Awareness Seminar (January 2020)

Philippine Association of Schools of Medical Technology and Public Health, Inc. (PASMETH)

- Medical Laboratory Science Forum on Updates in the Latest Trends and Issues on Medical Technology (January 2020)

EDUCATION

High school Graduate

MARIKINA CHRISTIAN INTEGRATED SCHOOL | Rainbow St., SSS Village, Marikina | 2014

Bachelor of Science in Medical Technology

TRINITY UNIVERSITY OF ASIA-College of Medical Technology | E. Rodriguez, Quezon City | 2014-2018

- Freshman year to Junior year

Bachelor of Science in Medical Laboratory Science

OUR LADY OF FATIMA UNIVERSITY – College of Medical Laboratory Science | Sumulong highway, Antipolo City | 2018-Present

- Junior year to Senior year