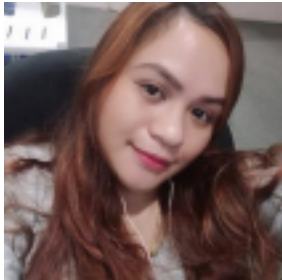


# BONNIE FAYE E. TANUDRA

Blk 2 Lt 12 Dream Village Brgy 7 Victorias City, Negros Occ.  
Email Address: [cndyesc@gmail.com](mailto:cndyesc@gmail.com) Mobile #: +639364730729



OBJECTIVES: To work with a company I can grow with and contribute to their future endeavors.

## PERSONAL INFORMATION:

Date of birth: November 14, 1991  
Place of birth: Victorias City, Neg. Occ. Age: 33  
Height: 4’11” Weight: 58 kg Status: Single  
Citizenship: Filipino  
Religion: Roman Catholic  
Mother’s Name: Marlene Mamero Escañer  
Father’s Name: Bonifacio Cabardo Tanudra  
Skills: Proficient in MS Office Tools, Well-verse in office works Team-player, can handle customer complaints and inquiries, responsible, multi-tasking, reliable, Problem Solving Skills, Leadership Skills, and passion is dealing people

## EDUCATIONAL BACKGROUND:

Tertiary: **CARLOS HILADO MEMORIAL STATE UNIVERSITY**  
*Talisay City, Negros Occidental, Western Visayas, Philippines*  
*Bachelor of Arts major in Social Science*  
*2015-2019*

**RIVERSIDE COLLEGE INC.**  
*Bacolod City, Negros Occidental, Western Visayas, Philippines*  
*Bachelor of Science in Nursing 2008-2009*

Secondary: **VICTORIAS NATIONAL HIGH SCHOOL**  
*Victorias City, Neg. Occ. Western Visayas, Philippines*  
*2004-2008*

Primary: **VICTORIAS ELEMENTARY SCHOOL I**  
*Victorias City, Negros Occidental, Western Visayas, Philippines*  
*1999-2004*

## WORKING EXPERIENCE:

### MARKETING HEAD/SALES TEAM LEADER

**V.Y. Domingo Jewelers Inc.**  
*35 Emerald Street, Millionaires Village, Brgy. San Agustin*  
*Novaliches, Quezon City, Metro Manila*  
*May 2023 - Feb 2024*

### TECHNICAL ASSISTANT

**Century Properties Inc.**  
*Bacolod Capitol Corporate Center, Corner N Capitol Rd, Brgy 4,*  
*Bacolod City, Negros Occidental, Western Visayas, Philippines*  
*November 2022 – May 2023*

### LOAN OFFICER

**ARB Call Facilities Inc.**  
*Bacolod Capitol Corporate Center, Corner N Capitol Rd, Brgy 4,*  
*Bacolod City, Negros Occidental, Western Visayas, Philippines*  
*May 2022 – September 2022*

### QUALITY ANALYST

**Telequest Voice Services Inc.**  
*3rd floor St. Francis Bldg., Araneta Street*  
*Bacolod City, Negros Occidental, Western Visayas, Philippines*

January 2021 – January 2022

**CLIENT SUPPORT SPECIALIST**

**Global Strategic Business Process Solutions**

*3rd floor St. Francis Bldg., Araneta Street*

*Bacolod City, Negros Occidental, Western Visayas, Philippines*

*July 28, 2020 - November 2020*

**VIRTUALASSISTANT I**

**Pathcutters Affordable Staff Inc.**

*3rd floor BOC Building, Shakeys Lacson 12<sup>th</sup> Lacson St.*

*Bacolod City, Negros Occidental, Western Visayas, Philippines*

*November 2019 - July 1, 2020*

**CIVIL REGISTRY ASSOCIATE**

**Philippine Statistics Authority**

*Bacolod City, Negros Occidental, Western Visayas, Philippines*

*May 2019 - October 2019*

**ON-THE JOB TRAINING PROFESSIONAL REGULATION COMMISSION**

*3<sup>rd</sup> floor Robinsons Place, Brgy. Mandalagan*

*Bacolod City, Negros Occidental, Western Visayas, Philippines*

*January 2019-May 2019*

**ATL/ASST. OFFICE SECRETARY**

**PAROCHIAL OFFICE, Our Lady of Victory Parish**

*Osmeña Ave., Negros Occidental, Western Visayas, Philippines*

Telephone Number: 399-2803

Years 2011- 2018

**AFFILIATIONS:**

**Treasurer SOCIAL SCIENCE GUILD**

*Carlos Hilado Memorial State University*

*Talisay City, Negros Occidental, Western Visayas, Philippines*

*A.Y. 2017-2018*

**Secretary PARISH YOUTH MINISTRY**

*Our Lady of Victory Parish*

*Osmeña Ave., Victorias City, Negros Occidental, Western Visayas, Philippines 2015 –*

*Present*

**Board of Director GREEN ALERT CHMSC**

*Carlos Hilado Memorial State University*

*Talisay City, Negros Occidental, Western Visayas, Philippines*

*A.Y. 2017-2018*

**CHARACTER REFERENCES:**

**LEVY AGUIRRE**

HR Deputy

VY Domingo Jewellers Inc.

09552466330

**CHARLIE LIBRON**

Talent Acquisition Head ARB Call Facilities Inc.

09707594830

**JULY BELOYA**

Head Multi-Skilled Technician

09919082350