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**ANNA R. HUNDIS**

Blk.3 Lot 11 Gemelina St., Bermudez

Apokon, Tagum City

(084)216-3542 / 09506525489

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**OBJECTIVE**

         To land on a job that will help me obtain my potentials and obtain the essential learning and training that will ultimately develop my talents to the fullest in order to build a fulfilling career.

**WORKING EXPERIENCE**

 Date                                     Position                            Address

March 2016 – August 2018           Home-based Teacher         51Talk Philippines, Inc.

March 2014 – July 31, 2016    Bookkeeper                      RDV Food Industries

August 2013 – March 2014             Bookkeeper                    Private Banana Plantation

August 2011 – January 2013   Bookkeeper                      Private Banana Plantation

Oct.2010-June 2011                Member Services Officer I PAG-IBIG Fund

                                                                                             Tagum City

2009                              Trainee/Apprentice              Landbank of the Phils.

                                                                                          Tagum City

June 2004 – April 2009               Student Trainee (STAP)      UMTC

 **EDUCATION**

College                  :  Bachelor of Science in Secondary Education major in

                                   Social Studies

                                   Ariesgado College Foundation Incorporation

                                   Tagum City, Davao del Norte, Philippines

College                  :  Bachelor of Science in Business Administration major in

                                   Management Accounting

                                   UM Tagum College

                                   Tagum City, Davao del Norte, Philippines

 Secondary                 :  Fundamental Baptist Christian Academy

                                   Sto. Tomas, Davao del Norte

Elementary             : Magugpo Pilot Central Elementary School                                                             Tagum City, Davao del Norte

**AFFILIATIONS**

2004 – 2008               NFJPIA Member                                 UMTC

2006 – 2009               JPAMA Member                                 UMTC

2006 – 2009               DySAS Member                             UMTC

**SKILLS**

**Computer Skills** -        Microsoft Word/Excel/Powerpoint

**Language** -        Visaya, Tagalog, and English

 **PERSONAL INFORMATION**

**Age** : 29

**Gender**          : Female

**Status** : Married

**Birthdate** : August 05, 1988

**Citizenship** : Filipino

**Height** : 5’2

**Religion** : Born Again Christian

**CHARACTER REFERENCES**

**Name                                        Position             Company**

**DWIGHT C. BANDALA**Account Officer LBP- Tagum Branch

**MS. MARIDEL BANZUELA**Accounting HeadLandbank of the Philippines-DDN AC

**Anna R. Hundis**

Applicant