**BEVERLY S. MANTALABA**

**Address:**Punta Engaño, Lapu-lapu, City, Cebu

**Cell. number:**09566332996

**Best time of the day to contact:** Anytime

**Email:**beverlysaludaga18@gmail.com

**Gender:**Female

**Civil Status:**Married/Separated

**Country of Citizenship:** Filipino

**Place of Birth:**Punta Engaño, Lapu-lapu, City

**Country of Residence:**Cebu, Philippines

**Education**

**Institute Name: Cleaverlearn English Language Institute**

**Location: Saac 11 Lapu-lapu City, Cebu, Philippines**

**Field of Study: Care Giver**

**Institute Name:** **University of San Jose-Recoletos**

**Location: Magallanes street, Colon, Cebu City**

**Graduation: April 23, 2016**

**Field of Study: Bachelor of Science in Electronics and Communications Engineering / ETEEAP**

**Work Experience**

**PositionsCompany Date**

**Quality Aid/ Quality Control/SPC**Funai Electric Cebu. Inc. June 2004 to Feb. 2016

Lexmark Intl. Phil. Inc

Mepz 2, BasakLapu-lapu City

Quality Engineering Department

**CustomerServiceRepresentative** Mikrotechnic Technology Inc. June 2016 to present

Cebu Business Park, Ayala Cebu City

**Skills and Qualifications**

**Language and level:** Average in English Language

**Computer Skills:** Microsoft Office such as Ms Excel, Ms Word, Ms PowerPoint

**Awards and Certifications:**

**Member, Josenian ETEEAP Executives Association (JEEA)**

Expanded Tertiary Education Equivalency & Accreditation Program

University of San Jose-Recoletos, Cebu City2015 - 2016

**Perfect Attendance Award**

Lexmark Int’l Phils. Inc., Mepz 2, Basak Lapu-lapu City, June 2012

**Manager’s Appreciation Award**

Lexmark Int’l Phils. Inc., Mepz 2, Basak Lapu-lapu City

March 2013

**Reference’s**

Ms. Rosalinda Cordova

Monaghan Adminastrator

Monaghan Inc.

09750161305

Mr. Ferdie Bartolabac.

Product Engineer Manager

Funai Electric Cebu Inc.

349-1800

Mr. James Villaflor

Product Engineer Senior Supervisor

Funai Electric Cebu Inc.

349-1800