**MARIA LELANE H. VILLAMOR**

**Home Address : 7-A Graham Ave. Tagbilaran City**

 **6300 Bohol Philipines**

**Provincial Address : Alemania, Dimiao, Bohol Philipines**

**Contact Details:**

**Mobile Number : +639255789940**

 **: +639398146280**

 **E-mail Address: : lahvilla@yahoo.com.ph**

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**­­­­­­PERSONAL DATA:**

Nick name : Lani

 Age : 42

Date of Birth : February 24, 1972

Place of Birth : Bakilid, Dimiao, Bohol

 Sex : Female

 Height : 5’3”

 Weight : 115 lbs

 Citizenship : Filipino

 Religion : Roman Catholic

 Civil Status : Widowed

**WORK EXPERIENCE:**

**(NGO) SHIN-NIKKEIJIN NETWORK ASS. INC.;**

 Mandaue City, Cebu Philippines

 Admin Assistant/ Japanese Interpreter

 *2008~up to present time*

 **GOLD’S GYM HARBOR COUNTRY**

 Michigan, USA

 Admin Member/ Owner Personal Assistant

 *2006~2007*

 **SMALL FAMILY FASTFOOD**

 Dimiao, Bohol

 Proprietor/Manager

 *1999~2001*

 **CINCO FOOTSTEP**

 Manila Philippines

 Sales Representative

1994

**CELLINI INTERNATIONAL CO.**

Robinson’s Galleria Dept. Store

Ortigas Avenue Pasig Metro Manila

Sales Representative

1995

**EDUCATION:**

**YEAR**  **SCHOOL**

 2001 **COURSE: Bachelor of Science in Secondary**

 Education (BSED)

~DIVINE WORD COLLEGE/ HOLY NAME

 UNIVERSITY

Tagbilaran City, Bohol Philipines

*Diploma*

 1990 **~SAINT NICHOLAS ACADEMY**

 Dimiao, Bohol

 *High School Diploma*

 1985  **~DIMIAO CENTRAL ELEMENTARY SCHOOL**

 Dimiao, Bohol

 *Elementary Level Diploma*

MEMBERSHIP:

 President : Barangay Youth Council -1990-1993

 Secretary : SK Federated - 1990-1993

 Member : Student Catholic Action - 1986-1993

 Member : Parish Youth Ministry - 1988-1990

 Memebr : Math club-Divine Word College/Holy Name University

SHORT COURSE:

 CULINARY ARTS/COMMERCIAL COOKING NC II

 Global Skills & Technical Development Inc.

 A.S. Fortuna St. Mandaue City, Cebu

TRAININGS:

 ~Dress Making

 ~Mathematics

 ~Cargiving

OTHERS:

 Can work immediately

 Willing to be relocate

 Language: English,Tagalog, Cebuano, Japanese

DESCRIPTIONS:

 Hard-working, reliable, disciplined, God-fearing, respectful, approachable, willing to be train, loving and caring.

 I hereby certify that all the above-stated information are true and correct.

Signed:

**MARIA LELANE H. VILLAMOR**