

Catherine Faith Libarnes

Illustration

Jurong West Street 61

Blk 649B 07-296

Singapore 642649

Singapore

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Professional Experience and Curriculum Vitae

Catherine Faith T. Libarnes

Jurong West Street 61

Block 649B 07-296

Singapore 642649

Handphone: 83018374

Email address: tuffruffroad@yahoo.com

PERSONAL BACKGROUND

Date of Birth 02 December 1983

Nationality Filipino / Christian

Civil Status Single

Passport Number TT0046048

EDUCATION

College Xavier University

Ateneo de Cagayan

Cagayan de Oro City

Bachelor of Science Major in Psychology

2000 – 2004

Secondary Corpus Christi School

Macasandig, Cagayan de Oro City

1996 – 2000

Elementary Liceo de Cagayan University

Carmen, Cagayan de Oro City

1991 – 1996

SKILLS

- MS WORD, EXCEL, POWERPOINT, ADOBE PHOTOSHOP
- Administer/Interpret Standardized Psychological Test
- Excels in Oral and Written Communication Skills
- Facilitate Seminars
- Counseling
- Interpersonal Skills
- Dealing with international clients
- Photography
- Writing

EMPLOYMENT EXPERIENCE/ TRAINING

- Human Resource Associate – Link2support (January 2007 – February 2008)
- Handles interview with applicants (Initial and Final, Job Fair and Phone Interview)
- Conducts examination for applicants (Technical, English Proficiency and Customer Support)
- Escorts students, teachers and significant visitors inside the office premise for tours.
- Organizes office events.
- Customer Service Representative – Arriba Telecontact (June 2006 – December 2006)
- Deals with Australian clients.
- Promotes and advertise headsets, amplifiers and VOIP to Australian buyers
- Travel Specialist – Peoplesupport Philippines, Cebu City (November 2004 – April 2006)
- Deals with American clients

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