### **ABOUT ME**

To have an opportunity to apply my skills and knowledge learned, to be able to help and serve organisation in the best possible way with sheer determination, commitment and propel your company's growth.

# **ANA MAE** MONTERROSO

### **EDUCATION**

### ASIAN COLLEGE FOUNDATION

Bachelor in Science in Radiologic Technology June 2015-April 2019

### SKILLS

Basic Computer

Skills

Communication

Skills

Written Skills

**Google Calendar** 

**MS Excel** 

MS Word

Data Entry

Email

Management

Google Calendar

# **EXPERIENCE WORK**

#### **BAYUGAN DOCTORS HOSPITAL & CARAGA HOSPITAL**

- Asses the doctor's ultrasound request and explains procedure to patients.
- Assist Sonologist/Radio;ogist for patient manipulation.
- Organize and maintaining patient data records.

#### **RED CROSS**

Information Recorder/Encoder

#### TRAINING

- Social Media Marketing
- Lead Generation
- Shopify Freelancer
- Virtual Assistant
- Real Estate Virtual Assistant

# CONTACT



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