



ANGELA KLARA B. RUEDT

🏠 Guiwang, Alcoy, Cebu 6023

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HIGHLIGHTS OF QUALIFICATION

Possess excellent **team player** and **leadership skills** as a Sangguniang Kabataan Chairperson that garnered a recognition for being one of the top performing barangays in the implementation of youth development programs, projects and activities year 2019

WORK EXPERIENCE

Sangguniang Kabataan Chairperson

Local Government Unit- Guiwang

June 2018 – Present

- Make resolutions, reports, and other documents necessary to carry out the objectives of the youth in the barangay
- Initiate programs designed to enhance the social, political, economic, cultural, moral, spiritual, and physical development of the members
- Manage budget and overseeing financial record

Intern – HUBient Shop Department

HUBient Agency PTY LTD

June 2021– August 2021

- Provided promotional captions for a wide variety of HUBient products for social media
- Conducted research on talent's preferences in promoting products
- Assisted in creating standard forms for audit and inventory
- Collected data for potential suppliers

EDUCATION

Cebu Institute of Technology – University

Bachelor of Science in Industrial Engineering

Batch 2022

TECHNICAL SKILLS

- Microsoft Office (MS Word, Excel, PowerPoint, Publisher)
- Project Management
- Data Entry, Management and Analysis
- Basic Bookkeeping
- Basic Graphic Designing and Video Editing (Canva and Filmora)
- Technical Writing

ELIGIBILITY

Intel Certificate – NC II

Computer Literate (Microsoft Office)

University of San Jose-Recoletos
Cebu City

CHARACTER REFERENCES

ENGR. ALEIN B. NAVARES

IE Department Chair

Cebu Institute of Technology – University
(032) 261-7741 local 162

MRS. VIVIAN S. CANILLO

Election Officer III COMELEC

Municipality of Boljoon
09325682929

ROUEL A. LONGINOS, ED.D, PH.D.

Principal

Patronage of Mary Development School
(032) 482-9302

SEMINARS, TRAININGS, AND CONVENTION ATTENDED

- **Barangay Budget Administration**
February 15-17, 2023, DBM Regional 7
- **Improving Survey Methods and Developing Effective Questionnaires**
June 15, 2021, Herrc Benguet State University
- **RDFP Training for SK Officers and Youth Leader**
February 6-7, 2021, Alta Vista Resort, Cordova
- **Human Centered Design and Engineering**
September 10, 2020, Engineers Without Borders Ph
- **Harnessing Innovation to Establish Quality Masterpiece and Outline: A Module on Visio and SketchUp**
September 29, 2018, Cebu Institute of Technology - University New Academic Building
- **Launching Ideas and Keenly Heightening Application: A Module on Social Cube**
September 8, 2018, Cebu Institute of Technology – University New Academic Building
- **Seminar Workshop on Quantitative Data Analysis**
January 26, 2018, Patronage of Mary Development School

AWARDS

Best Lean Six Sigma Caste Study IETE332

Lean Six Sigma

Top 2 Best Ergonomic Product Design

Proposed Selfie Stick, IE361 Ergonomics

Top 2 Best Final Project

Research Title: Work Measurement of
Printing and Assembly of CCTV
Papercraft, IE261 Methods Study

3rd Place, Best Project Concept

Best Visual Presenter

Title: Project SAWD, Final Project
Concept Presentation of IE181
Leadership Values Formation

Best Public Speaker

Topic: Mission Conscious, Public Speaking
Session of IE181 Leadership Values
Formation for IEs

AFFILIATIONS

Kabataan Kontra Druga Terorismo Alcoy Chapter

[Treasurer](#)

2020-Present

SK Federation Alcoy

[Secretary](#)

2018- Present

CIT-U Industrial Engineering Council

[Press Relations Officer](#)

2019-2020

Patrocinian Chronicles

[Editor in Chief & Event Head Writer](#)

2016 - 2018