



ANNA LORAIN OCNO



Data Entry Specialist

I am a highly motivated and detail-oriented individual seeking a Data Entry Specialist position. Strong computer skills and exceptional attention to accuracy and efficiency. Eager to contribute to the success of a dynamic team.

Education

Muntinlupa National High School

- Graduated Year 2010

Work Experience

Production Associate HIBLOW Philippines Inc.

January 2022 - July 2022

- Worked on production Assembly, OUTJOB line.
- Encode data output into the computer system for the whole day of work.

Training and Seminar

Data Entry In-Depth Training

June 2023

- Data Entry In-Depth Training Pro VA Philippines with Certificate.

Character References

- Krzsharyll "Zyk" BañezData
- Entry Coach | Digital Media Specialist Pro VA Philippines
- ad.professionalva@gmail.com Team

Contact



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San Pedro City ,Laguna
Philippines



<https://bit.ly/3XDclws>

Skills

Data Entry



Lead Generation



Team Management



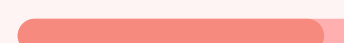
MS Application



Transcription



Project Management



- Kareen Claveria Leo
- Team Leader at HIBLOW Philippines Inc.
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