

CELVEN IKE OCAY



Personal

- Address**
Poblacion Tabina, Zamboanga del Sur,
Philippines
7034 Tabina
- Phone number**
09663997737
- Email**
celvenikeocay23@gmail.com
- Date of birth**
08-11-1998
- Place of birth**
Mabuhay, Tabina, Zamboanga del Sur
- Gender**
Male
- Nationality**
Filipino
- Marital status**
Single

Interests

- Computer Games
- Nature Lover
- Reading
- Outdoor Sports

Languages

- Cebuano ●●●●●
- Tagalog ●●●●●
- English ●●●●●

I would like to have the opportunity to work in your company as a Telemarketer, to gain more knowledge and work experience which offers a professional working environment that will enable me to grow. And I also believe that I have all the skills and enough experience required for the said job. I am a highly trainable individual. I am incredibly organized, I can easily get along with other people, and I am more capable of doing the job right and meeting deadlines. And if given a chance, I assure you that I will give my 100% dedication and hard work for the success of your company.

Work experience

- Business Development Representative** Feb 2017 - Jan 2018
[Salary.com, Pagadian City, Philippines](#)
Answer questions and clarifications to my customers about compensation processes.
- Customer Service Representative** Apr 2018 - Jan 2019
[Tech Mahindra, Cebu City, Philippines](#)
Assist customers to better understand our products and services offered.
- Telemarketer** Aug 2019 - Mar 2021
[Versatel Marketing, Pagadian City, Philippines](#)
Works as a sales representative and communicates with potential leads by using prepared sales scripts and contacts customers over the phone to offer products or services.
- Online Teacher** Jul 2021 - Mar 2022
[51Talk, Pasig City, Philippines](#)
 - Preparing and delivering lessons to improve students' reading, writing, and conversing skills.
 - Developing educational content such as notes and quizzes.
 - Assigning activities to facilitate students' consolidation of learning material.
 - Tailoring your teaching style in accordance with students' needs.
 - Managing interpersonal dynamics to ensure that the class is conducive to learning.

Education and Qualifications

- Bachelor of Science in Secondary Education Major in English** 2019 - 2020
[J.H. Cerilles State College, Tabina Extension, Tabina, Zamboanga del Sur](#)
- Secondary Education** 2014 - 2015
[Tabina National High School, Tabina, Zamboanga del Sur](#)
- Primary Education** 2010 - 2011
[San Roque Elementary School, Tabina, Zamboanga del Sur](#)

References

References available on request.

Skills

- Computer Savvy ●●●●●
- 3 Languages Spoken ●●●●●
- Sales ●●●●●
- Customer Service ●●●●●
- Microsoft Office ●●●●●