



Hannah Kim Dejarlo

CONTACT

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Concepcion St. Dalig Cardona Rizal

ABOUT ME

Hard-working, eager to keep growing and evolving in my profession. Constantly developing new skills and abilities. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

SKILLS

Multi tasker
Problem Solving
Organizing skill
Computer literate
Communication Skill

REFERENCES

Porfirio Dejarlo
09634948366

EDUCATION

Accountancy Business and Management

Cardona Senior Highschool
Consistent Honor student

Bernardo F. SanJuan National Highschool

Consistent Honor student
SSG representative 2016-2019
Ap Club member 2016-2021
SSG PEACE OFFICER 2019-2021

Dalig Elementary School

WORK EXPERIENCE

Email Support representative

- December 2023 - April 2024
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- Verto Network Solutions - 32F One San Miguel Avenue Building, One San Miguel
- Email Support Representative
- Managed a high volume of emails daily, prioritizing tasks to maintain productivity and efficiency.
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- Supported the development of new team members by sharing best practices and providing guidance as needed.

Customer Service Representative

Concentrix Bridgetowne