

PAULA NIMFA R. BACALSO

#62 9th -29th Sts., Nazareth, Cagayan de Oro City

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RESUME

Name: Paula Nimfa R. Bacalso
Age: 36 yrs. old
Birth Date: December 29, 1985
Birthplace: Mati, Davao Oriental
Religion: Christian
Civil Status: Married
Email Address: polabax18@gmail.com

Educational Background:

Short term (vocational)
SENDAI International Language school
Sendai, Japan
2005

Graduated, High School
Fisher Valley Christian Academy
Camaman-an, Cagayan de Oro City
March 2003

Graduated, Elementary
First Fruits Christian Academy
Hindangon, Valencia Bukidnon
March 1999

Work Experience:

Child Safeguarding Conference Middle East

Events Assistant (VA)

Dubai, UAE

Aug 2022-Present

Zen Professional Development

Customer Support (VA)

Dubai, UAE

Aug 2022-Present

Education1st Recruitment & Consultancy

Recruitment & Administration Officer (VA)

Bristol, United Kingdom

Aug 2022-Present

FIBERWORLD INC.

Sales Agent

Valenzuela, Metro Manila

6mnths experience

ACS Manufacturing Corporation

Sub Coordinator

Cagayan de Oro City

3mnths experience

Lotte Confectionery Pilipinas, Corp.

Sales Consultant/Merchandiser

Cagayan de Oro City

1 yr. & 2mnths experience

Emperador Distillers

Promo-diser

Kim-hua bldg., Cagayan de Oro City

1 year experience

Supremenet Solutions

Call Center Agent

Corrales, Cagayan de Oro City

6 months experience

Morioka Hoy Ko-en
(Daycare) Basic English
Instructor Morioka shi,
Iwateken, Japan
1 year experience

Skills:

Computer literate
-Canva
-Zoho
-Spreadsheet
-Powerpoint
Musician
Can speak English and Japanese (Nihonggo)