

Rhea Mae A. Ocop

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10 Mabolo St., North Signal, Taguig City

Job Objective

Dedicated employee interested to pursue a challenging career and be part of a progressive company that gives scope to my knowledge, skills and experience.

Education

- **TERTIARY**

Undergraduate

- **SECONDARY**

Senior High School | Makati High School | 2020-2022

Junior High School | Prince Nikki School Inc. | 2015-2019

- **PRIMARY**

Molave Regional Pilot School | Molave, Zamboanga Del Sur | 2009-2015

Skills & Abilities

- Basic Knowledge in Microsoft Office
- DetailOriented
- Multitasking
- Reliable
- Professionalism and strong work ethic
- Excellent written and verbal communication skills
- Ability to work under pressure

Work Experiences

- Shopify Web Designer - Freelance - 1 year
- Social Media Manager - Part time - 6 month
- Sales Representative - Full Time - 1 year
- Appointment Setter - Full Time - 9 months

Personal Information

Age : 22 years old

Birthday : April 24, 2002

Height : 5'6

Weight : 46 kg

Sex : Female

Civil status : Single

Citizenship : Filipino

Religion : Christian