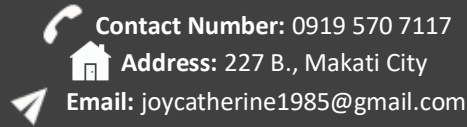


JOY CATHERINE B. CASERO



OBJECTIVE

To have a job in your reputable and prestigious company gain some knowledge and experience to broaden my competence and capabilities

EDUCATIONAL BACKGROUND

TERTIARY:	Pamantasan Lungsod ng Makati	Pamantasan Lungsod ng Makati
Course:	Business Financial Management	Computer Secretarial
Address:	J.P. Rizal Ext., Makati City	J.P. Rizal Ext., Makati City
Year Graduated:	2006 – 2007	2002 – 2003

SECONDARY: Fort Bonifacio High School
Address: J.P. Rizal Ext., Makati City
Year Graduated: 1998 – 2002

ELEMENTARY: Nemesio I. Yabut Elementary School
Address: Sgt. Fabian, Makati City
Year Graduated: 1993 – 1997

WORK EXPERIENCE

- **Jollibee Food Corporation**
Service Crew | Cashier
August 07, 2005 – January 10, 2006

ON JOB TRAINING

Board of Investment	–	Gil Puyat Ave.
Regional Trial Court	–	Branch 65, Makati City Hall
Metro Manila Development Authority	–	Orense St., Makati city

SEMINARS ATTENDED

- **Updated on Taxation**
University of Makati
March 08, 2006
- **Updates on Philippines Accounting Standards**
University of Makati
March 09, 2006

SKILLS AND QUALIFICATIONS

- Alertness
- Honesty
- Physical Fitness
- Good Communication Skills
- Ability to Serve Client's Needs
- Leader and Team Player
- Attention to Detail

I hereby declare that all the particulars stated above are true to the best of my knowledge and belief.

Joy Catherine B. Casero
Applicant Signature



PERSONAL INFORMATION

Birth Date: January 19, 1985
Birth Place: Atimonan, Quezon Province
Age: 37 years old
Gender: Female
Status: Married
Height: 5'4
Weight: 65kgs
Nationality: Filipino
Language: Tagalog, English
Religion: Roman Catholic

CERTIFICATES

CAREGIVER NC II – 2022

HOUSEKEEPING – 2022

CHARACTER REFERENCE

Reden Villanueva
Head in Bac Office
Makati City Hall

Nilo Sadsad
SPO2
Police Officer