





ALMERAH AMER

Hopeful of gaining employment with Exertion as an applicant to invest in the work and develop the desire to grow professionally and personally. I'm trainable and I can accept any constructive criticism. With my abilities, my enthusiasm to serve, and my willingness to live up to the office's expectations, I can be an asset to your good office. I'm trainable and can accept any constructive criticism for the welfare of your office.

 East basak malutlut
Marawi cty, Lanao del sur

 09494310268
almerahamer21@gmail.com

SOCIAL MEDIA

 Meerah  Itsmeerahhh

EDUCATION

March 2020 - present
Mindanao State University - Main
Masters of English Language Teaching

March 2015 - September 2019
RC Al-khwarizmi International College
Bachelor of Secondary Education - Major in English

March 2011 - March 2015
Ibn siena integrated school foundation
SECONDARY

March 2005 - March 2011
Ibn siena integrated school foundation
ELEMANTARY

EXPERIENCE

July 2018 - present
MILG
Barangay Treasurer

ELIGIBILITY

LET PASSER (PRC) - CAGAYAN DE ORO CITY

VOCATIONAL COURSE

COMPUTER SYSTEM SERVICING NCII (TESDA)

TRAINING

OFFICE APPLICATION (TESDA)

ACHIEVEMENTS

LOYALTY AWARDEE - RC AKIC (2019)
BEST DEMONSTRATOR AWARDEE - RC AKIC (2019)
DEPARTMENT SERVICE AWARDEE - RC AKIC (2019)

SKILLS

- ✓ Proficiency in all areas of Microsoft Office, including Access, Excel, Word, and PowerPoint.
- ✓ Analytical and conceptual thinking, with a conscientious approach to managing workloads.
- ✓ Accomplished communication skills, both written and verbal, developed through numerous presentations.
- ✓ Being able to adapt to new situations and environments is important for professional success
- ✓ Great organizational skills

SOFTWARE SKILLS

Word



Microsoft Excel



Microsoft Powerpoint



Microsoft Word



PERSONALITY

- ✓ Communicative
- ✓ Punctuality
- ✓ Creativity
- ✓ Organized
- ✓ Proactive
- ✓ Critical-thinker
- ✓ Self-Motivated
- ✓ Assertive
- ✓ Observant

LANGUAGES

English



Filipino



Meranao



HOBBY



Technology



Travel



Photography



Painting



Drawing