



Candidate Profile



Applicant Ref. No.:
2013100107

Date: 06/15/2012

Position Applied For: Administrative Assistant			
Candidate's Name			
	(First Name)	(Middle Name)	(Surname)
Gender	Male	Date of Birth	09-Aug-1973
Height (in cm)	165	Weight (in kg)	60
Civil Status	Married	Spoken Language	English & Filipino
Nationality	Filipino	Availability	Immediate
Current Location	Philippines	Expected Salary	
Current / Last Salary			

Work Experience :

<ul style="list-style-type: none"> • Total Years of Related Experience: 19 Years and 5 Months • Local Experience: 16 Years and 2 Months • Abroad Experience : 3 Years and 3 Months <table style="margin-left: 20px; border: none;"> <tr> <td style="padding-right: 20px;">Countries</td> <td>No. of Years</td> </tr> <tr> <td>Saudi Arabia</td> <td>3 Years and 3 Months</td> </tr> </table> 			Countries	No. of Years	Saudi Arabia	3 Years and 3 Months
Countries	No. of Years					
Saudi Arabia	3 Years and 3 Months					
Inclusive Dates	Position	Company Name & Location				
Feb 2013 to PRESENT	Administrative Secretary	MSS Al Subai Est. / FOR Contracting - Jubail City, Kingdom of Saudi Arabia				
Jan 2009 to Feb 2013	Officer In Charge	Lazer Superior Instruments Inc. - Batangas City, Philippines				
Aug 2007 to Jan 2009	Officer in Charge	Lazer Music and Sports Center - Lipa City, Philippines				
May 2005 to Jan 2006	Accounting Assistant	Lyceum of the Philippines University (formerly Lyceum of Batangas) - Batangas City, Philippines				
May 1994 to May 2004	Accounting Clerk	Lyceum of the Philippines University (formerly Lyceum of Batangas) - Batangas City, Philippines				

Education :

Inclusive Dates	Degree	School/College/University Name & Location
1997 - 2000	Master of Science in Business Administration	Lyceum of the Philippines University - Batangas City, Philippines