

# BERNSON ROLO PANDAPATAN RACUYA

Unit A AS Manor, Sto. Niño Hills, E. Sabellano Street  
Brgy. Quiot Pardo, Cebu City, Cebu, Philippines, 6000  
rororacuya@gmail.com  
09615994190



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## PERSONAL DATA

Date of birth	:	June 30, 1998
Place of Birth	:	Cebu City, Cebu
Age	:	25
Nationality	:	Filipino
Religion	:	Iglesia Ni Cristo
Civil Status	:	Single
Mother's Name	:	Norcaya P. Racuya
Occupation	:	Housewife
Father's Name	:	Bernie V. Racuya
Occupation	:	Security Guard

## EDUCATIONAL BACKGROUND

College	:	<b>Asian College of Technology</b> (2015 – 2024) Bachelor of Science in Information Technology Cor. Leon Kilat & P. Del Rosario St. Cebu City
High School	:	<b>San Isidro National High School</b> (2010 – 2014) Borneo St., Makati City, Metro Manila
Elementary	:	<b>Hen. Pio del Pilar Elementary School 1</b> (2003 – 2009) Facundo St., Brgy. Pio del Pilar, Makati City, Metro Manila

## SKILLS

- Proficient in designing using tools Figma and Adobe XD.
- Proficient in MS Word, Excel and PowerPoint.
- Excellent verbal and written communication to interact with customers/clients professionally.

## **WORK EXPERIENCE**

### **Advisor 1 Customer Service Representative** (December 2019 – December 2021)

Concentrix – Two E-Com Center, Harbor Drive, Pasay City, Metro Manila

Account : Insurance

Job Responsibilities : Provide assistance to customers regarding their subscription.

: Handle customer orders, returns, and balance inquiries.

: Inbound and outbound calls to process their orders, and inquiries.

## **CHARACTER REFERENCES**

**Elmerose Billanes**

Research and Development Analyst – Aldrtz Corporation

09461822803

**Marco Erano Pahamotang**

Software Design Engineer 1 – NEC Telecom Software Ph.

09518344421

**Baron Oteda**

Maintenance/Technician - Colliers International Philippines

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