



# MARIA FE P. ORA

I am a fresh graduate with a degree of Bachelor of Secondary Education major in English. I maintain a positive outlook on all aspects of life. I approach every task with enthusiasm and passion. Additionally, I am a great listener and excel in both productivity and supervision.

## Profile

Age: 22 years old  
Date of Birth: August 10, 2002  
Birth Place: Pandan, Tubigon, Bohol  
Sex: Female  
Religion: Roman Catholic  
Citizenship: Filipino  
Civil Status: Single  
Height: 5'2"  
Weight: 45 kgs.

## Contact

+639481065559  
mariafeora10@gmail.com  
Purok 5, Pandan, Tubigon, Bohol

## Skills

Organized ●●●  
Communication Skills ●●●  
Teamwork ●●●  
Meeting deadlines ●●●  
Critical thinking ●●●  
Google Worspace ●●●

## Language

Filipino English Visayan

## Education

### Tertiary

#### Bohol Island State University - Calape Campus

Bachelor of Secondary Education Major in English  
2020 - 2024  
San Isidro, Calape, Bohol

### Senior High School

#### Tubigon West National High School

Technology and Livelihood Education -  
Cookery and Bread and Pastry  
2018 - 2020  
Ilijan Norte, Tubigon, Bohol

#### Awards :

Class Salutatorian

#### Certification:

NC II - Bread and Pastry Production

### Junior High School

#### Tubigon West National High School

2014 - 2018  
Ilijan Norte, Tubigon, Bohol

#### Awards :

With Honors

### Elementary

#### Cahayag Elementary School

2009 - 2014  
Cahayag, Tubigon, Bohol

## Experience

 **IBEX Global Solutions Philippines Inc. - Bohol**  
**Customer Service Representative - Amazon Account**

June 2022 - January 2023

I had the opportunity to be a member of the Retail Department as well as part of the Escalation Team. I effectively addressed customer inquiries and resolved various issues related to their orders and payments.

## Reference

 **Jessica Agcol**

Team Manager

Ibex Global - Bohol

jessicagcol@gmail.com

 **Judith Odfeminina, PhD**

Instructor

Bohol Island State University - Calape Campus

judith.odfeminina@bisu.edu.ph

 **Ramil Gofredo, MAEd**

Instructor

Bohol Island State University - Calape Campus

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I hereby declare under penalties and forgery that the statement above is true and correct to best of my knowledge and beliefs.



**MARIA FE P.ORA**

Applicant