1 R-Open Colynino

Zone 2 528 Dumlog

Talisay City, Cebu, Philippines, 6045

Cell # 09177715489

Email: Archikarya@gmail.com

Karisse Allia V. Abellana - 28 year old

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SKILLS & ABILITIES:

Experienced working in an Energy and Utilities Industry for almost 1 year.

Associated with Health care and life sciences accounts for 2 years.

Previously handled MIS reports (Reports Analyst)

Operations: Monitors daily staffing, tags attendance data on a daily basis, on time response to the data requirements from the Managers.

Quality and Compliance: Complies with company policies which includes information and security management system.

Proficient/familiar with MS Excel, Word, Outlook, and MS powerpoint.

ISO 13485:2003 Medical devices and Quality Management System Trained with certificate.

First Aid and Basic Life support trained with certificate.

EXPERIENCE:

Wipro BPS for 5 years (Apr 1, 2013 - Oct 31, 2018) 5 years 6 months (Johnson and Sofryon) - Medical

- Customer Service Representative - Jack of opportunities (eq-21k Allin) Reports Analyst

EDUCATION:

University of San Carlos Technology campus - BS Nursing (2009 - 2012) - Graduale University of San Carlos Basic Education Department + Cebu City (1998 - 2009)

REFERENCES:

Arianne Denise Estano Group Leader Wipro BPS

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