

FRELOCHE PASTOR OLIS
197-B MAGPALACIR, HIPODROMO, CEBU CITY
EMAIL ADD: chengvirus0414@gmail.com
Mobile Number: +639994959701

CARRER OBJECTIVE:

To be a contributor of success toward the firm and render excellent service while enhancing my skill and abilities in the workplace.

PERSONAL DATA:

AGE: 33
GENDER: FEMALE
BIRTHDATE: APRIL 14, 1985
PLACE OF BIRTH: CEBU CITY
HEIGHT: 5'0"
WEIGHT: 47 KGS.
CIVIL STATUS: SINGLE
CITIZENSHIP: FILIPINO
RELIGION: ROMAN CATHOLIC
MOTHER: YOLANDA P. OLIS
FATHER: AMADO C. OLIS, JR. (deceased)

EDUCATIONAL BACKGROUND:

TERTIARY	University of San Jose - Recoletos Cor. Magallanes St. Cebu City Bachelor of Arts Major in Political Science	
SECONDARY	Tabango National High School Tabango, Leyte	2002
PRIMARY	Hipodromo Elementary School Hipodromo, Cebu City	1998

WORK EXPERIENCE:

SECRETARY

EnEUDC Planning and Architectural Design *RFL: Company closed*
July 2007 - October 2008

FOOD SERVER

Citygrill Sutukil Restaurant
October 2008 - October 2009 *1 yr. RFL: company close*

EXECUTIVE ASSISTANT

5k-6k
Kidzpower International Institute *RFL: low salary*
October 2009 - November 2011 *2 yrs 1 mo*

EXECUTIVE ASSISTANT

Prulife Insurance Co. *6k / month*
November 2011 - June 2013 *2 yrs. RFL: low salary*

CUSTOMER SERVICE REPRESENTATIVE

Convergys Phils. *RFL: Miscarriage*
July 2013 - July 2014 *Time Warner / Comcast*

CUSTOMER SERVICE ASSOCIATE

Wipro
August 20, 2014 - September 01, 2015

CUSTOMER SERVICE REPRESENTATIVE

Convergys Phils.
September 23, 2015 - March 21, 2016

CUSTOMER SERVICE ASSOCIATE

EXL Services, Inc.
October 17, 2016 - March 8, 2017

