



# INDOL, ROVIA ZHEN MENDOZA

## CAREER OBJECTIVE

To gain experience and lessons while working for the company. Be able to broaden and widen my skills, knowledge, and abilities during my time at the company.

## CONTACT

1883 F. Varona St. Tondo, Manila

09154546903

viaindol25@gmail.com

## PERSONAL INFORMATION

**Date of Birth:** July 4, 2003

**Age:** 17

**Nationality:** Filipino

**Religion:** Catholic

## AFFILIATION AND ORGANIZATIONAL BACKGROUND

**Class Officer / Vice President**

APEC SCHOOLS S.Y. 2016-2017

**Class Officer / Vice President**

APEC SCHOOLS S.Y. 2018-2019

## EDUCATIONAL BACKGROUND

### SECONDARY

**SENIOR HIGH SCHOOL** 2019-2021

Universidad De Manila  
One Mehan Gardens, Manila

**JUNIOR HIGH SCHOOL** 2015-2019

APEC Schools  
2300 Gamban St. Tondo, Manila,  
Metro Manila

### PRIMARY

**ELEMENTARY SCHOOL** 2009-2015

Teodoro R. Yangco Elementary School  
559 Esguerra St. Tondo, Manila,  
1012 Metro Manila

## AWARD/S, HONORS, AND HONORARY MENTIONS WITH HONOR

GRADE 12 SENIOR HIGH SCHOOL

UNIVERSIDAD DE MANILA S.Y. 2020 - 2021

### WITH HONOR

GRADE 11 SENIOR HIGH SCHOOL

UNIVERSIDAD DE MANILA S.Y. 2019 - 2020

### EXCELLENCE AWARD / GWA: 92.984%

JUNIOR HIGH SCHOOL

APEC SCHOOLS S.Y. 2018 - 2019

### BAYANIHAN AWARD

JUNIOR HIGH SCHOOL

APEC SCHOOLS S.Y. 2017 - 2018

## KEY SKILLS

- Adaptable to any working environment.
- Oriented in using Microsoft Office Application such as:
  - Microsoft Office Word
  - Microsoft Office PowerPoint
  - Microsoft Office Excel
- Knowledgeable in the field of arts and computers.
- Capable of editing videos, pictures, presentation, and documents using Microsoft Office Applications and Adobe Software.
- Data collecting skills.
- Logical Thinker when it comes in decision-making.

## CHARACTER REFERENCE

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**MHELMAR TEJA CASTRO**

**FORMER TEACHER IN QUALITATIVE RESEARCH (2019-2020)**

09090129202

Former Instructor in Universidad De Manila

Former Research Center and Administrative Staff in Universidad De Manila

Former Graduate School Editor and Encoded in Universidad De Manila

**CARL FRANCIS ROSETTE**

**FORMER COMPUTER SHOP OWNER (2016-2017)**

09177049976

crosette@appwrap.tech

IT Administrator, Appwrap, Inc.

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I hereby certify that the above information is true and correct to the best of my knowledge.

  
Signature