

# Ms. SKYRILLE F. JOAQUIN



## Profile Status



Al Diyafa, Dubai

Mobile #

0509599281

E-mail

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## Objective:

Seeking a challenging carrier with a progressive organization which will utilize my interpersonal skills, abilities and education.

## Strengths

- ✓ Influential nature
- ✓ Professionalism.
- ✓ Advanced communication skills
- ✓ Strategic relationship-building.
- ✓ Moderate self-monitored person
- ✓ Maintain good relationship with others
- ✓ Sincere and true to words

## Academic Qualification:



8128 Old Sucat Road Brgy San Dionisio, Paranaque City,  
Philippines

Bachelor of Science in Tourism Management

Aug 2019- July 2023

College Graduate

## Work Experience

### Bank Teller

China Bank Savings, Paranaque, Philippines

July 4, 2023 - July 15, 2024

- ✦ Helps customers complete financial transactions, including bank deposits, withdrawals, wire transfers, and foreign currency exchanges.
- ✦ Answers customer questions and provides information about the bank services, including credit cards, loans, and bank accounts.
- ✦ Verifies customer identities and keeps all information confidential.
- ✦ Counts cash at the start and end of each shift.
- ✦ Verifies client's account for bank security purposes.
- ✦ Assuring no fake notes during deposits.
- ✦ Provide quality of service with a smile to each and every client.
- ✦ Records all transactions throughout the workday.
- ✦ Keeping the working area clean and orderly.

**Nationality**

Filipino

**Language**

English and Tagalog

**Height**

5' 7" inches

**Service Crew/Cashier**

Mc Donalds, SM City Paranaque, Philippines

Aug. 6, 2019 - Aug. 26, 2020

- ✚ Assist customer in taking order.
- ✚ Offer other meal available aside from the original order.
- ✚ Provide quality of service with a smile to each and every client.
- ✚ Assist client processing their payment using card or cash.
- ✚ Keeping the working area clean and orderly.

**References:**

To be furnished on demand.

**I hereby give assurance that the information and data stated in this application are true and correct.**