



JABAR KIDO ATIP

OBJECTIVE

I am a highly driven recent business school graduate seeking a full-time position in finance where I can lend my knowledge of market analytics to help your organization improve profitability.

EXPERIENCE

- **Local Government Unit of Pikit**

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Administrative Assistant

Organized professional, experienced in providing administrative support and service coordination within diverse, fast-paced environments. Offers a work ethic that consists of taking initiative, applying critical thinking, and streamlining procedures to enhance the flow of the workplace.

- **Philippine Statistics Authority**

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Enumerator

An enumerator is a professional who gathers data for the Census. They can represent the government of the city, state or country where they live. To deliver updated records, an enumerator visits the households that have yet to complete the Census.

- **Seda Hotel Davao**

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Hotel Receptionist

The Hotel Receptionist will be responsible for providing a pleasant and welcoming atmosphere for guests and employees. They will greet guests, check-in/out, answer phones, and assist with the day-to-day hotel operations.

EDUCATION

- **Cotabato Foundation College of Science and Technology**

4 Years

Bachelor of Science in Social Work

CONTACT

@ jabaratip1996@gmail.com

☎ 0563518894

📍 76st. Star Building Al Muhaisnah 4 Dubai, UAE

SKILLS

- Flexibility skills
- Communication Skills
- Organizational skills
- Creativity skills

INTERESTS

- Volunteering
- Teaching a skills-based class
- Organizing
- Reading

REFERENCE

- **Adimar Jumala Assi - Hamilton Aquatics**
Swimming Teacher
dhiems_breaker@yahoo.com.ph
971527904678
- **Nor-ain Hassan Kido - Gems First Point School**
Teacher Assistant
Nor-ain14@yahoo.com
09777434743

LANGUAGES

- English , Tagalog