
Freddie L. Pilapil Jr.



PERSONAL DATA

Age:	40
Date of Birth:	9/4/1983
Gender:	Male
Civil Status:	Single
Height:	173
Weight:	60
Nationality:	Filipino
Religion:	Catholic
SSS No.:	34-0039002-9
TIN No.:	304-987-334-000
PHILHEALTH No.:	010-504-364-343
Address:	15 Palm St. Wood Estate Village 2, Molino 3, Bacoor, Cavite, Philippines
Email-Address:	freddie_ledesma_pilapil_junior@yahoo.com.ph
Contact No.:	(+63) 991 678 7955

OBJECTIVE

To secure a position where by hard work, dedication and the ability to acquire new skills that I work for.

WORK EXPERIENCE

- | | |
|-------------------|--|
| 1. Position: | Document Specialist |
| Duration: | Dec 2015 – Present |
| Company: | DRS Customs Brokerage Services and Logistics Inc. |
| Company Industry: | Brokerage Services and Logistic |
| Location | Ermita, Manila Philippines |
| Department: | Operations Department |
| Job Description: | Responsible for accurate record keeping. Monitor the customers' account/s by maintaining spreadsheets and files and printing detailed transaction reports. |
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| 2. Position: | Billing Clerk |
| Duration: | Feb 2010 – Dec 2015 |
| Company: | Air21 / Airfreight 2100, Inc. |
| Company Industry: | Logistic |

Location Vitalez, Parañaque Philippines
Department: Billing Department
Job Description: Responsible for accurately record keeping, documenting all bills, client invoices, and the profit margins in between. Monitor the customers' accounts by maintaining spreadsheets and files and printing detailed transaction reports.

3. Position: Customer Service Associate
Duration: July 14, 2008 – August 14, 2008
Company: First Source
Company Industry: BPO
Location Alabang, Muntinlupa Philippines
Department: Operations
Job Description: Handles high call volumes for inbound calls from customers who are inquiring information.

EDUCATION

Highest Education

Education Level: College Degree
Education Field: Computer Science / Information Technology
Course: Associate In Computer Science
School/University: Asian Institute Of Computer Studies
Location: Bacoar, Cavite, Philippines
Date: 2002-2004