



Lotche Abellano Cansancio

To obtain a position that will enable me to use my strong organizational skills, educational background, and ability to work well with people. To take new opportunity that will enhance my personality and fullest potentials.

WORK EXPERIENCES

● – Philippine Statistics Authority (Job Order), City of Naga, Cebu, Philippines Community Based Monitoring System (CBMS), Enumerator (EN)

October 3, 2022 – January 3, 2023

- Gather personal data from each household members and other additional queries required by the Community Based Monitoring System (CBMS) as per Philippine Statistics Authority.
- Maintain positive approach to everyone when doing the tasks, harmonious relationship towards others, adaptable in different kind of environment and locations.
- Submit the required reports weekly to the area supervisor.

● – On Call Caregiver, Talisay, Cebu, Philippines

May 17, 2022 - July 22, 2023

- Assist, provide, administer and be cautious to the needs of the patient.
- Be able to communicate and understand what is the main concern of the patient.
- Provide care and support to infants/toddlers, children, elderly and to people with disability.
- Foster Social, Intellectual, creative and emotional development of children as well as physical development, maintain healthy and safe environment, respond to emergency.
- Clean environment, proper hygiene, prepare hot and cold meals.

● – Al Douri Group of Companies LLC, Al Qasimia Branch, Sharjah, U.A.E. Cashier/Office Assistant

May 13, 2014 – March 18, 2018

- Handle cash, debt/credit card payment accurately with excellent customer service.
- Encode order data, check and reply e-mails as needed.
- Prepare cash sales for deposit with deposit slip accurately.
- Observed and maintain positive customer relations as well as to the team.

● – Mini Stop Convenience Store (Franchise), Mapayapa Village, Quezon City, Philippines Shift Leader

November 18, 2012 – March 21, 2014

- Maintain excellent customer service, good relationship and teamwork with co-workers.
- Perform the ordering system of food and non-food products.
- Assist fast food service, received and checked deliveries as per receipt and accomplish the documents attached for the returned items.
- Do cashiering if needed.
- Accurately prepare counter cash count, closing account sales per shift.

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


LOTCHE A. CANSANCIO

CONTACT

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📍 Mahatta, Qasimia, Sharjah,
United Arab Emirates

Education

● Bachelor of Science in Commerce Major in Management

University of Cebu, Cebu City, Philippines

● BS Nursing (under graduate)

● Live-in Caregiver Course

UHA Caregiver Training ZANI-VIV Corporation
Talisay City, Cebu, Philippines

● National Certificate II in Caregiving

Issued on: May 12, 2022

Valid until: MAY 11, 2027

Certificate No. 22072202025339

Skills

- Good customer service
- Good interpersonal and communication skills
- Can work under pressure
- Highly adaptable to the environment
- Ability to learn new ideas relatively fast
- Can do multitasking