



Abby Jo Jardeliza Lozano

Hda. Angelina I Barangay XII Victorias City Negros Occidental

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DOB : 01/29/1996

OBJECTIVE

- To get an opportunity where I can make the best of my potential and contribute to the organization's growth.
- Seeking a position in a company where I can launch my career and build a valuable skill set.

SKILLS

- Communication
- Team player
- Organizational
- Empathy
- Self-management
- Computer literacy
- Multi tasking
- Cashiering
- Customer Service orientated
- Social skills
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REFERENCE

Dinah B. Lacse - **Customer Assistant**
Savemore
lacsedinah1@gmail.com | 09076532185

Mary Anne P. Palermo - **Account Payables**
Blip Motors
annepalermo21@gmail.com | 09464504132

Anna Dominique Engcoy - **Grade School Department Head**
Angel's Institute of Learning
Dannaengcoy@gmail.com | 09338251712

Karmella Maica Bolante - **Junior Highschool Teacher**
Angel's Institute of Learning
karmella03.22@gmail.com | 09355440235

Niña Angelique Lorenzo - **HR Department**
Angel's Institute of Learning
naplorenzo@angelsinstitute.o

EXPERIENCE

Savemore

Cashier

Duration : **November 2018 - May 2019**

Receiving payments and issuing receipts, gift-wrapping packages and keeping track of all cash and credit transactions.

Ifashion Boutique

Cashier

Duration : **June 2019 - September 2019**

Receiving payments and issuing receipts, gift-wrapping packages and keeping track of all cash and credit transactions. Writing sales reports and conduct inventory of the store.

Savemore

Cashier

Duration : **October 2019 - May 2020**

Receiving payments and issuing receipts, gift-wrapping packages and keeping track of all cash and credit transactions.

Global Strategic

Back office associate

Duration : **October 2021 - January 2022**

Answering Incoming calls. Responding to emails and tickets. Manage and resolve client's complaints. Setting up an appointment.

Ellana Cosmetics

Beauty Consultant

Duration : **April 2022 - June 2022**

Determine customers' skin types, concerns, and style preferences and recommend products that fit their needs, tastes, and budgets while demonstrating how the products work. Respond to customer questions and complaints, process sales and returns, and maintain a balanced cash register.

51Talk

ESL Online Teacher

Duration : **2020 - 2022**

Teaching Chinese kids, teens and professional adults the English language. Give assessments and feedbacks about their performance in the class.

Ekid Pro

ESL Online Teacher

Duration : **2021 - 2022**

Teaching Vietnamese kids and teens the English language. Give assessments and feedbacks about their performance in the class.

Angel's Institute of Learning

Elementary school teacher

Duration : **October 2022 - June 2023**

Teaching grade school students age ranges from 7-12 years old. Preparing lessons, activities and assessments for the students. Calculate grades based on their performance in the class.

Talk915

ESL Online Teacher

Duration : **July 2023**

Teaching Chinese kids, teens and professional adults the English language. Give assessments and feedbacks about their performance in the class.

Powerhouse Distributor Inc

Cashier/ Frontliner

Duration : **2023 - 2024**

EDUCATION

Philippine Normal University-Visayas

Bachelor of Elementary education

Passing Year - **2012-2018**

ADDITIONAL INFORMATION

Date of Birth: January 29,1996

Place of Birth: Manila

Citizenship:Filipino

Civil Status:Single

Height:5'2

Weight: 45 kg