

Shiela Mae Ranario Pinote

325 Block 21 Barangay 22-C

Piapi Boulevard, Davao City, Philippines

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shielamaepinote@gmail.com

January 7, 2021

ROBINSONS BANK OFFICE

Davao City, Philippines

To Whom It May Concern,

I am writing to express my interest for the available position in your esteemed Company.

Having obtained my bachelor's degree in Elementary Education (BEED-Generalist) at the Governor Generoso College of Arts Sciences and Technology (GGCAST). I passed the Licensure Exam for Teachers last March 25, 2018. I wish to bring my knowledge, skills and commitment to excellence to your Company's innovative environment.

For additional details regarding my qualification and expertise, please review my Resume.

Thank you for taking time to consider this application. I hope that you will shortlist me and I look forward to speaking with you about this employment opportunity.

Sincerely,

Shiela Mae Ranario Pinote

SHIELA MAE RANARIO PINOTE

Mobile Number: (+639) 639689655

Email Address: shielamaepinote@gmail.com

OBJECTIVE:

To obtain a position in your Company that will utilize strong dedication to company’s development and needs.

PERSONAL INFORMATION:

Birth Date:	April 09, 1995
Citizenship:	Filipino
Religion:	Roman Catholic
Present Address:	Block 30 Lot 17 Deca Homes Cabantian Davao City
Permanent Address:	326 Block 4 Barangay 22- C Piapi Boulevard Davao City
Height:	5’3
Weight:	65kg
Status:	Single

EDUCATIONIONAL INFORMATION:

Governor Generoso College of Arts, Sciences and Technology
Poblacion Governor Generoso Davao Oriental
Bachelor of Science in Elementary Education
2012 – 2016

Sta. Ana National High School
Suazo St. Davao City
2007 – 2011

Jose P. Rizal Elementary School
Suzao St. Davao City
2004 – 2007

SKILLS INCLUDE THE FOLLOWING:

- Excellent oral and written communication skills.
- Create a positive learning environment.
- The capacity to be alert, creative, imaginative, energetic and enthusiastic.
- Ability to relate to young people, good interpersonal and listening skills.
- Highly trustworthy, discreet and ethical.
- Able to work under pressure.
- High commitment to learn new things and improve efficiency on assigned task.
- Computer Literate – MS Offices.

TRAINING AND SEMINARS:

Speech and Computer Assisted Learning Language (CALL)
St. Mary’s College, Tagum City
October 12 -13, 2013

Annual Recognition Student – Teacher Convention
“Rekindling the Passion for Teaching”
St. John Paul II College of Davao, Ecoland Subd., Ecoland Drive, Davao City
February 19. 2015

Research Orientation and Outcomes – Based Education

“Rethinking Sessions: Building Culture of Research”

August 26, 2015

On the Job Training

Enrique Orendia Elementary School

Student Teacher

January to March 2015

On the Job Training

Sigaboy Central Elementary School

Practice Teacher

December 2015 to February 2016

Teach Webinar Series 2020

"Enhancing the Use of Videos for Online Instruction"

June 5, 2020

Teach Webinar Series 2020

"Conducting Online Class 101: What to Know and How to Do It"

June 8, 2020

Teach Webinar Series 2020

"Distance Learning Survival Kit"

June 9, 2020

Teach Webinar Series 2020

"Choosing Developmentally Appropriate Reading Materials Across Age Groups"

June 15, 2020

AFFILIATIONS:

- Member; (SK Federation) Sangguniang Kabataan Federation; 2011 – 2012
- SK Councilors; (SK Council) Sangguniang Kabataan Council Barangay 22-C; 2011 – 2013
- Member; Filipiniana Club; 2012 – 2016
- Secretary; (SSG) Student Supreme Government; 2014 – 2015
- Cashier 1 (Teller) - Palawan Pawnshop Palawan Express Pera Padala; 2016-2017
- Cashier 2 -(Teller) - Palawan Pawnshop Palawan Express Pera Padala; 2017-2018
- Cashier 3 (Reliever Manager) – Palawan Pawnshop Palawan Express Pera Padala; 2018 -2019
- Grade School Teacher – Montessori Children House of Davao City Inc.; 2019-2020

AWARDS/ACHIEVEMENTS:

- Best Presenters in the Power Point Presentation; May 31,2013
- Loyalty Award – Governor Generoso College of Arts, Sciences and Technology – April 13,2016
- Let Passer for Teachers Board Exam; March 25, 2018

REFERENCES:

Daren P. Amatong
09198094620