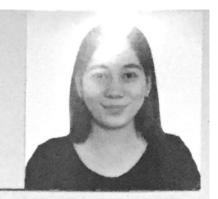
MA. KHYZMETTE JANE M. AVELINO

Address: Brgy. Sta Mesa District 7 BLISS Dagami, Leyte

E-mail: avelinokhyzmettejane@gmail.com Contact number: +63 915-723-3433



Objective:

Seeking a challenging opportunity where I will be able to utilize my strong organizational skills, educational background, and ability to work well with people which will allow me to grow personally and professionally.

Personal Background

Name:

Ma. Khyzmette Jane, M. Avelino

Age:

25

Date of Birth:

February 28, 1996

Place of Birth:

Tacloban City

Religion:

Roman Catholic

Citizenship:

Filipino

Father's Name:

Joselito B. Avelino (+)

Occupation:

Brgy. Kagawad

Mother's Name:

Ma. Fe M. Avelino (+)

Occupation:

Teacher

Educational Attainment

Elementary:

Dagami South Central School

S.Y. 2002-2008 Dagami, Leyte

Secondary:

St. Joseph High School

S.Y. 2008-2012 Dagami, Leyte

Tertiary:

Leyte Normal University

Bachelor of Library and Information Science

S.Y. 2012-2016 Tacloban City

Skills

•Computer Literacy. Proficient at MS Excel, MS Word, and MS Powerpoint

Seminars/Trainings

Eastern Visayas Librarians Summit

August 29-31, 2018 Leyte Normal University

PLAI National Congress 2019 and General Assembly

November 19-22, 2019

Tagaytay International Convention Center, Tagaytay City

Certificate of Completion
 Orientation for Licensed Librarians, CPD Providers, and
 CPD Monitors on PRC Issuances on CPD (2019-2020)

February 17, 2021 Via zoom webinar

Work Experiences

· Department of Labor and Employment

Government Internship Program August 1, 2016- December 31, 2016

Department of Social Welfare and Development

Community Development Assistant II October 9, 2017- December 31, 2017

Remedios Trinidad Romualdez Medical Foundation, Inc.

School Librarian
January 24, 2018-Present

Reference

· Rhodora T. Navarro

Leyte Normal University Tacloban City 09773306047

I hereby declare that all information furnished above are true and correct to the best of my knowledge & belief.

MA. KHYZMETTE JANE M. AVELINO

Applicant