

Robert Jay C. Caindoc

Sto. Nino Street, Brgy. Poblacion, Albuera, Leyte

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PERSONAL INFORMATION

Full Name: Robert Jay C. Caindoc
Gender: Male
Date of Birth: January 23, 1999
Age: 21
Nationality: Filipino
Marital Status: Single
Religion: Roman Catholic
Occupation: Fresh Graduate
Interests: Business, Politics and Governance, watching documentary films, History



CAREER OBJECTIVE

I am a fresh college graduate with a degree of BS in Agribusiness seeking a challenging career with a progressive organization that provides an opportunity to capitalize my knowledge, skills, and abilities in the field of agribusiness.

TECHNICAL SKILLS

- Microsoft Office (MS Word, Excel, Powerpoint, Internet, etc.)
- Financial Statements preparations
- Basic Accounting Management
- SPSS

PERSONAL SKILLS

- Highly organized and efficient
- Excellent written and verbal communication
- Ability to work independently or as a part of a team
- Proven leadership skills and interpersonal skills
- Time conscious

EDUCATIONAL BACKGROUND

Bachelor of Science in Agribusiness (2015-2020)

Visayas State University - Main Campus

Visca, Baybay City, Leyte

ACHIEVEMENTS/RESPONSIBILITIES

- **Vice President**, *VSU Society of Agribusiness Students* (2019-2020)

WORK EXPERIENCE

- **College Instructor**, Visayas State University-Main Campus (2020-2021)

REFERENCES

- Will be provided upon request.