



EDUCATION

PRIMARY

- Landayan Elementary School (2006 - 20012)

SECONDARY

- St. Peter Academy (2012 - 2016)

SENIOR HIGH SCHOOL

- Saint Michael's College of Laguna (2016 - 2017)
- AMA Computer College (2017 - 2018)

COLLEGE

- Bachelor of Business Administration Major in Human Resources (2018-2021)

WORK EXPERIENCE

MISTER DONUT

2023-2025

- Creating and implement marketing campaigns to attract customer
- Providing excellent customer service
- Potentially managing inventory and staff

Philippine Charity Sweepstakes Office

2022-2025

- Sell lottery tickets
- Process transaction
- Encoding bets into system
- Handling cash transaction
- Ability interacts with customer in a friendly and helpful manner
- Keeping accurate of sales, transaction and inventory

MILLEN MARIE MARCELLANO

PROFILE

MOTIVATED AND DETAIL-ORIENTED INDIVIDUAL SEEKING A POSITION WHEN I CAN APPLY MY SKILLS AND CONTRIBUTE TO THE SUCCESS OF THE ORGANIZATION WHILE CONTINUING TO GROW PREOFESSIONALLY.

CONTACT

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SKILLS

- Knowledge in Microsoft office (Excel, word and Power Point)
- Typing and Encoding
- Time management