

I. PERSONAL BACKGROUND

- Name : Kresta Jhoanna Lyn Alvarado
- Mobile # : +639994563419
- Civil Status : Single
- Age : 31
- Date of birth : September 4, 1980
- Height : 5'3"
- Weight : 60 kgs.
- Nationality : Filipino
- SSS # : 06-2511456-2
- Language and degree of proficiency : English – Very Good
: Tagalog and Bisaya – Excellent



II. PROFESSIONAL EXPERIENCE

February 2011 – present

Metaweb Services
USA

Web Content Analyst (part time)

- Analyze and match different contents in the web

July 2010 – February 2011

BMEPRISE INC.
Ottawa, Canada

Team Leader

- Manages the team and report back to the CEO
- Made video instructions for the team
- In charge of posting articles at blog site. (Wordpress)
- Submit articles to Article directories.
- Social Bookmark
- RSS Feeds
- Web 2.0 Profile submission for backlinking
- Video submission to video sites
- Studies on new tactics on how to improve SEO skills mostly reading ebooks.

September 2010 – October 2010

FUNDNET SYSTEMS
Canada

Data Entry Specialist

- Collected data on specified websites then upload it on their database.

July 2010- September 2010

DSM Publishing
Albufeira, Portugal

Backlinker

- Create dummy profiles for websites which anchor texts are posted

March 2005- May 2010

Travel Advantage Tours Davao Co.
29 J. Rizal St., Paseo de Habana, Davao City

Tour Manager

- Receives booking and coordinates all tours received by the office and do all the bookings of guests for hotels, restaurants and transportation.
- Manages a team of coordinators in coordinating tours
- Do research about certain destinations.
- Flight Reservations and ticketing (domestic and international ticketing)
- Makes quotation for group tours and special FIT.
- Sales and marketing

December 2001 – March 2002

Gaisano Center
Bolton St., Davao City

Sales Representative

- Assists customers in choosing the right long pants for them

III. PROFESSIONAL EDUCATION

August 2004

Bachelor of Science

Major: Tourism

Graduated Cum Laude

ABE International College of Business
San Pedro St., Davao City

March 1997

Integrated Developmental School
MSU – Iligan Institute of Technology

Graduated Secondary

Tibanga Highway, Iligan City

March 1993

La Salle Academy

Graduated Elementary

Bro. Raymund Jeffrey St., Palao Iligan City

IV. REFERENCES

Zuno St., Corner Cadena de Amor, Brgy. Ubalde, Agdao, Davao City
Mobile No. + 639994563419
Email address: kjlalvarado@gmail.com

- Ms. Cherry Mae Balili
Team Leader
Hotelscombined
+639212777910

- Ms. Anne Esther Romero
Hotelscombined

- Ms. Louella Joy Obedencia
Prohealth Pharma Philippines Inc.
Operations Manager
Contact numbers +639166598084

I hereby confirm that the data mentioned above are true and correct:

Kresta Jhoanna Lyn W. Alvarado