

Resume

PERSONAL DETAILS

Surname: **PAULINO**
Given Name: **JUDITH**
Middle Name: **AMINO**
Date of Birth: **15th APRIL 1971**
Gender: **FEMALE**
Height: **5'2"**
Marital Status: **MARRIED**
No. of Children: **3**
Nationality: **FILIPINO**
Religion: **ROMAN CATHOLIC**
Language(s) Spoken: **ENGLISH, TAGALOG, BASIC MANDARIN CHINESE**
Able to drive: **NO**
Willing to learn: **YES**
Able to swim: **YES**

EDUCATIONAL BACKGROUND

Elementary: **CELO HEIGHT ELEMENTARY SCHOOL**
Address: **Atok, Benguet.**
Year Graduated: **1985**

Secondary: **SAINT PAUL'S ACADEMY**
Address: **Atok, Benguet.**
Year Graduated: **1989**

College/University: **UNIVERSITY OF CORDILLERA**
Address: **Baguio City**
Year Graduated: **Undergraduate**

Course: **BACHELOR OF SCIENCE IN ACCOUNTANCY**

SEMINARS/TRAINING ATTENDED

- **Caregiver Training Course**

OTHER SKILLS

- ***Cooking***
- ***Taking care of kids***

EMPLOYMENT HISTORY

Name of Employer: ***LI CHUAN HONG***

Address: ***TAIWAN***

Period of Experience: ***JULY 2008 up to the present***

Position: ***NANNY***

Duties and Responsibilities: ***I'm taking care of 3 children ages 4, 5 and 9 years old. I prepare their meals, school necessities, assist them in bathing, giving vitamins, tutoring and playing indoor and outdoor activities. I also run errands such as general cleaning, do the laundry, ironing, cooking and during my vacant time I help my employer to clean their furniture shop.***

Name of Employer: ***KIM JONG SIOK***

Address: ***PHILIPPINES***

Period of Experience: ***NOV. 1997 ~ MARCH 2008***

Position: ***HOUSEKEEPER***

Duties and Responsibilities: ***From November 1997 up to March 2008, I was employed at the Pines Apartment managed by a Korean national. I'm the one who in-charged in cleanliness and orderliness of the entire apartment. I also helped in cooking, ironing and performed the laundry for the student's uniforms.***

Name of Employer: ***MS. JULIE M. BA-ON***

Address: ***PHILIPPINES***

Period of Experience: ***APRIL 1989 ~ OCT. 1997***

Position: ***NANNY***

Duties and Responsibilities: ***I took care of four boys aged 4, 6, 7 and 9 years old. I cooked their meals, prepared foods and snacks, bathed them, tutoring, played indoor and outdoor activities during weekends and tucked them to bed at night. I also maintained the cleanliness inside and outside of home.***