

School: DLSU CSB Others: _____

Student ID No.:

Name:

Surname	First Name	M.I.

professional description 15 - word description of yourself

PERSONAL DATA

address details Home Mailing Current Location: _____
 Address: _____
 Postal Code: _____ Country of Origin: _____

personal details
 Birthdate : [MM/DD/YY] _____ / _____ / _____
 Gender : Male Female
 Citizenship : Filipino Others: _____
 Civil Status : Single Married Separated

contact details Landline (Home) _____ Mobile _____
 Primary Email: _____
 Secondary Email: _____

college details
 College : _____
 Batch : Year Term 1st 2nd 3rd

EDUCATIONAL DATA

highest degree attained
 Level : _____
 School/ Institution : _____
 Degree/ Major : _____
 Year Graduated : _____

other educational attainment
 Level : _____
 School/ Institution : _____
 Degree/ Major : _____
 Year Graduated : _____

professional certification & qualifications
 [1] _____
 [2] _____
 [3] _____
 [4] _____

WORK EXPERIENCE

extent of work experience
 I am a fresh graduate
 I have been working for _____ year/s _____ month/s

employment preference
 Full Time Part Time
 Internship / Practicum / On the Job Training

availability
 Immediately
 I am available to work in _____ month/s notice.

most recent employment details
 Company Name : _____
 Position/ Level : _____
 [MM/YY] From : _____ / _____ To _____ / _____
 Job Description :

other employment details
 Company Name : _____
 Position/ Level : _____
 [MM/YY] From : _____ / _____ To _____ / _____
 Job Description :

management experience
 Department Head : _____ year/s
 Project Manager : _____ year/s
 Asst. Proj. Manager : _____ year/s

seminars attended
 [1] _____
 [2] _____
 [3] _____

expected monthly salary
 Pesos _____ Negotiable

SKILLS INVENTORY

	Skill	Years of Experience	Proficiency		
[1]	_____	_____	<input type="checkbox"/> Beginner	<input type="checkbox"/> Advanced	<input type="checkbox"/> Expert
[2]	_____	_____	<input type="checkbox"/> Beginner	<input type="checkbox"/> Advanced	<input type="checkbox"/> Expert
[3]	_____	_____	<input type="checkbox"/> Beginner	<input type="checkbox"/> Advanced	<input type="checkbox"/> Expert

As I affix my signature, I am certifying that all information stated in this document is true.
 This also authorizes Jobs@dls Career Corporation to post my resume on
 JOBS@delsalle.com website for potential job matching as soon as the site is ready for launch.

Prepared by: _____
 Signature over name _____ Date _____