



**Regine P. [REDACTED]**

[REDACTED]  
[REDACTED]  
[REDACTED]

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## **CAREER OBJECTIVE**

I aim to impart my transferable skills and experiences in a new field, contribute to the company's expansion, and enhance my professional skills.

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## **WORK EXPERIENCES**

### **Operations Manager/HR Representative**

[REDACTED] Inc.  
Cebu City, Philippines  
September 1, 2022 – November 30, 2024

### **Marketing Director/Virtual Assistant**

[REDACTED]  
[REDACTED]  
May 23, 2021 - June 15, 2022

### **Area Operations Manager**

[REDACTED]  
Cebu City, Siargao Island, Bohol & Tagaytay  
April 6, 2018 – April 23, 2021

### **Front Office Agent/Receptionist**

[REDACTED]  
[REDACTED]  
Wahing St. Alegria, Cordova  
June 01, 2017 - Dec. 16, 2017

## **EDUCATIONAL BACKGROUND**

### **Bachelor of Science in Tourism**

[REDACTED]  
6000, Gov. M. Cuenco Ave, Cebu City,  
6000 Cebu  
2013-2017

## **TRAINING & CERTIFICATES**

### **Social Media Certified – [REDACTED]**

December 7, 2024

### **Xero Advisor and Payroll Certified**

August 1, 2024

### **Australian Taxation, Bookkeeping, and Payroll Training**

July 27, 2024

### **Basic OSH Training Course for Safety Officers (SO1)**

February 8, 2024

