



ARCEGA, ANGELENE MORALES

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24. A. Mabini st. Brgy. Poblacion, Binan City, Laguna

Reliable and self-motivated individual with a growth mindset and a passion for continuous improvement. Thrives in dynamic environments, bringing adaptability, curiosity, and a proactive work ethic to every task. Seeking a challenging role to utilize a strong potential for learning while delivering consistent results and developing new skills.

WORK EXPERIENCE

Madocs Fast Food Service – Service Crew

Mar 2025 – Dec 2025

Sta. Rosa, Laguna

- Executed high-volume food preparation and order fulfillment while maintaining strict service-speed and safety standards.
- Processed transactions and resolved customer inquiries professionally to ensure efficient service and positive experiences.
- Maintained a consistent shift schedule and high performance while managing academic obligations.

PRACTICAL EXPERIENCE

Merch Shop (Self-employed) – Online Seller

Sep 2024 - Sep 2025

Biñan, Laguna

- Handled online selling operations, including product listing, pricing, and order processing across digital platforms.
- Communicated professionally to handle inquiries, negotiate deals, confirm payments, and ensure customer satisfaction.
- Organized inventory, packaged orders securely, and coordinated shipments while balancing academic obligations.

EDUCATION

Dr. Marcelino Z. Batista Elementary School

Brgy. San Jose, Biñan City, Laguna (2011-2018)

Jacobo Z. Gonzales Memorial National High School

Brgy. San Antonio, Biñan City, Laguna (2018-2022)

St. Ignatius Academy - Biñan Campus

Brgy. Canlalay, Biñan City, Laguna

Strand: Science, Technology, Engineering, Mathematics.

(2022-2024)

Polytechnic University of the Philippines - Biñan Campus

Brgy. Zapote, Biñan City, Laguna

Course: Diploma in Computer Engineering and Technology

(2024-Present)

PERSONAL INFORMATION

Age: 19 years old
Birth date: August 06, 2006
Birthplace: Sta. Cruz, Manila
Citizenship: Filipino
Civil Status: Single
Religion: Catholic

SKILLS

Technical Skills:

- Software: MS Office (Word, Excel, PPT), Google Workspace, Canva
- Social Media Management

Core Competencies:

- Time Management
- Critical Thinking
- Adaptability
- High Stress Tolerance
- Customer Service