




Joselle M. Mendoza

 443 P.R Valenzuela St.
Barangay Look 2nd
Malolos, Bulacan

 0916-411-0494

 josellemm@gmail.com



PERSONAL INFORMATION

Gender: Female

Birthdate: January 24, 1996

Nationality: Filipino

Civil Status: Single

Religion: Baptist

Languages: English and Tagalog

SKILLS

- AutoCAD
- FreeHand drawing
- Microsoft Office word, Excel and PowerPoint
- Structural/ Architectural
- Telco
- SketchUp
- Has a sense of accountability and leadership
- Effective at Multitasking
- Can work under pressure and results oriented
- Easy to adjust and learn new things

OBJECTIVES

Creative, flexible and well-organized individual with positive attitude and strong work ethic towards the achievement of the company and fulfillment of dreams.

EDUCATION

Bachelor of Industrial Technology | Drafting and Digital Graphics Technology
Bulacan State University | 2016-2020
City of Malolos, Bulacan

TRAININGS & SEMINARS

INTERN | EVR Interior Design | Guiguinto, Bulacan
Architectural Design I January 2018 – April 2018

Certificate in two-year Industrial technology
Bulacan State University | Malolos Bulacan
Drafting and Digital Graphics Technology |
June 2018

INTERN | Ruel B. Ramirez and Associates
RBRA | Quezon City
Structural Designing
August 2019 – December 2019

Certificate of Completion
Revit Architecture 2019 Training
Bulacan State University | Malolos Bulacan | 2019

Bachelor of Industrial Technology
Bulacan State University
Drafting and Digital Graphics Technology | 2020

WORK EXPERIENCE

Quanta Services Philippines
Telco Engineering | Aurora Blvd, New Manila, Quezon City
Short-Term Project | December 2020 – February 2021

SLEF Enterprises | Grains Furniture
Interior Designer | Aurora Blvd, New Manila, Quezon City
March 2021

CHARACTER REFERENCES

Mrs. Jeanalyn Villarias | HR Personnel
SLEF Enterprises | Aurora Blvd, New Manila, Quezon City
0995-126-4181

Mrs. Maria Christina Barnuevo | HR
Quanta Services Philippines | Aurora Blvd, New Manila, Quezon City
0905-830-0933