

# DYNA ROSE A. SARZONA



## Profile

Dedicated *Professional Teacher* seeking an opportunity to apply my strong communication skills, ability to manage multiple tasks and passion to build trusting relationships to make a meaningful impact in a collaborative work environment. Meets job demands and deadlines through diligent work-ethic and dedication to quality.

## Contact

-  +971554819684
-  Flat 702 SBK Al Nahda 69 Building Sharjah, UAE
-  dynarosesarzona@gmail.com

## Education

- **Bachelor of Secondary Education**  
*Major in Social Science*  
**Universidad De Manila**  
*Class of 2012*

## Skills

Communication Skills  
Organizational Skills  
Computer Skills  
Customer Service Skills  
Leadership Skills  
Management Skills

## Achievements

- **Licensure Examination for Teachers (LET)**  
*81% Passing Rate*

## Language

English  
Filipino

## Work Experience

### **Online Seller** *Self-employed* Jan. 2024 -Aug. 2024

- Utilized social media platforms to promote products & reach a wider audience
- Manage customer complaints efficiently by identifying their problems, providing quick solutions and ensuring satisfaction.
- Managed shipments and deliveries for seamless customer transactions.

### **Teacher II- Economics** Oct. 2015 -Dec. 2023

#### *Doña Teodora Alonzo High School*

- Utilized various teaching methods to support student growth such as collaborative learning and positive reinforcement.
- Established positive relationships with students, parents, fellow teachers and school administrators.
- Applied effective classroom management techniques to create a conducive learning atmosphere.

### **Elementary & High School Teacher** June. 2013 -Mar. 2015

#### *St.Joseph School of Pandacan*

- Planned and prepared curriculum-aligned lessons, employing varied teaching strategies and resources for learners with different styles and needs.
- Promoted a culture of respect, inclusive and diverse classroom environment aligned with school community values.
- Coordinated with parents and guardians during parent-teacher meetings to discuss student progress and address concerns.

### **Counter Checker** Oct. 2012 -Feb. 2013

#### *The Landmark Shopping Mall*

- Provide exceptional customer service and promoted repeat business by assisting customers with the packing of goods.
- Maintained accurate documentation of transactions, ensuring accurate data entry and record keeping.
- Assisted customers by locating products and sharing store promotions.



### **Cashier** Aug. 2008 -Nov. 2008

#### *Jollibee Foods Corporation*

- Used POS machines to encode orders and process transactions.
- Processed payments by cash, gift cheque or coupon card to complete transactions.
- Worked overtime shift to optimal workflow during busy periods or times of unexpected high volume.

## References

**Roselle A. Sarzona**  
Sales Assistant/ Duty Free

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 rosellesarzona@gmail.com