

CHENIE TABOR ESPINOSA

Dubai

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WORK EXPERIENCE

- **Executive Secretary to the Vice Chairman , Al Fara'a Construction Group, Abu Dhabi UAE, ,** United Arab Emirates(Mar 2018 to Apr 2020)
- **Executive Secretary to the Group HR and Admin Director, Al Fara'a Construction Group, Abu Dhabi, Abudhabi, United Arab Emirates(May 2017 to May 2018)**
- **Senior Executive-Admin/HR, Al Fara'a Construction Group, Alain UAE, , United Arab Emirates(May 2013 to May 2017)**
- **Receptionist, Al Fara'a Construction Group, Alain UAE:, , United Arab Emirates(Apr 2011 to Apr 2013)**
- **Administrative Assistant, AMDATEX Muntinlupa City Philippines, , Philippines(Mar 2009 to Feb 2011)**
- **Science Teacher, Southernside Montessori School Muntinlupa City Philippines, , Philippines(Feb 2007 to Jan 2009)**

EDUCATIONAL BACKGROUND

- **Pamantasan ng Lungsod ng Muntinlupa, Philippines., , Bachelor of Secondary Education , 2017, Physical Science**

SKILLS

- multitasking
- ms office
- hardworking

PERSONAL BACKGROUND

◦ **Birthday:** - 1986-11-10