



PAULINE FERIA CARCERENY GARCIA

Nickname: PUDGY

PROFILE

Enthusiastic, eager to contribute to team success through hard work, diligence, and solid organizational skills. Clear understanding of the importance of planning and coordinating. Strong belief in training for continuous personal development. Motivated to learn, grow, and excel in any chosen field. Language of love is service. Collaborator, ensuring to be in sync with the team, sharing one mind and one heart to achieve common goals.

HOBBIES

Dancing
Reading and Conducting Research
Organizing and Decluttering
Crocheting

EDUCATION

Ateneo de Manila University, Quezon City, Metro Manila, 1984– 1988

Bachelor of Arts in Management Economics

- Member of IAC (Intramural Athletic Club) Years 1-4; Elected Special Events Head for IAC Year 4
- Member of AIESEC Years 1-4 and IBA (Inter-School Business Association) in Year 4
- Member of FAIR-COM (Fair Committee) Year 1; Member of Freshman Night Committee and ORCOM (Orientation Committee) Year 2
- Dean's List First Semester, Year 3
- Elected Class EX-O in Year 4

Assumption College, San Lorenzo Makati, Metro Manila, 1980- 1984

- Honors Year 3
- Elected Class Treasurer, Year 1
- Head of Dance Club Organization, Year 4
- Member of Science Club, Year 4
- Baguio Immersion Participant, Year 4

Assumption Antipolo, Sumulong Hwy, Antipolo Rizal, Metro Manila, 1978 – 1980

- Head of Folk-Dance Club Year 7

Sagrado Corazon De Jesus, Madrid, Spain, 1977-1978

WORK EXPERIENCE

**ESHIP BPO CORPORATION (Forex eShip Inc.) Taguig, Metro Manila
BU (Business Unit & Agent Advocate)**

October 2023 – Present

- Main point of contact for all Business Units and Agents, ensuring their needs are met for business success.
- Manages follow-ups and requests, coordinates collateral help with the BFF team, and assists in training for the Agent App and implementing BFF Program.
- Sets up & runs Kickoff & Onboarding meetings of new Business Units and Agents.
- Listens to all concerns and feedback, shares solutions from the management team, and fosters warm and open communication within the Forex eShip family.
- Acts as a direct voice in the leadership group.

Corporate Trainer

April 2023 – Oct 2023

- Conducted tailored training sessions for business leads, units, and agents on corporate systems and tools.
- Recorded numerous video tutorials and promotional videos, co-wrote scripts and provided voiceovers.

ACCOMPLISHMENTS

Homeschool Parent-Teacher,
St. Thomas Aquinas Academy, Nevada,
U.S.A.

Aug 2006- Jun 2021

* Homeschooled eldest daughter
(Kinder to Grade 10), AC Alumna &
ADMU Alumnus.

* Homeschooled second daughter
(Kinder to Grade 6), now in Grade 8 at
AC.

**Group Facilitator; Co-speaker for
GMRC (2018)**

KST (Kabalikat Sa Tahanan), Barangay
Belair, Makati, Metro Manila

May 2010- 2019

* Annual classes (May to October) for
household staff.

* Supported students with personal
concerns, liaising with program heads.

* Part of the Panel of Judges (2022 -
2023) Interaction Night: Talent Contest

Dance Captain,

ACHS84 Silver & Pearl Velada
2009 & 2014

**Co-Production Head and Dance
Captain**

ACHS84 Jade & Ruby Velada
2019 & 2024

Special Events

April 2023 – Present

- Co-organized a company conference in a warehouse, followed by an overnight stay at a resort.
- Coordinated extensively, emceed the event, and managed company sponsorships by liaising with the event organizer.

TV Commercial Model

February 2022 – Present

- Female lead role for Centrum Silver Advance (2022 -2024).
- Lead Role as a mom for Café Mary Grace (2023-2024).

WORLDVENTURES MARKETING, LLC Taguig, Metro Manila

Dreamtrips Member & Business Representative

March 2013- November 2020

- Built a team of over 5000 with my spouse, helping team members build their own teams and fulfill their dreams.
- Developed a network by identifying and pursuing new leads, attending quarterly company training events, and building rapport with clients.
- Planned and coordinated company and team events.

TEPEYAC HILL CORPORATION Makati, Metro Manila

Treasurer & Administration Officer

December 1997- December 2006

- Managed financial due diligence, reconciled monthly statements, invoices, and expense accounts, keeping records accurate and current.
- Engaged in Bebida Prima Purified Water Distribution and distribution of baked goods by Gardenia Bakeries Phils. Inc.

IBM PHILIPPINES Makati, Metro Manila

Billing Specialist

July 1991- April 1995

- Generated and submitted invoices based on established accounts receivable schedules and terms.
- Identified, researched, and resolved billing variances, achieving 99.9% billing accuracy.
- Served as Events Planner for the IBM Club for 2 years.

Marketing Planning Analyst

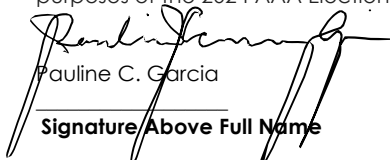
January 1989- July 1991

- Forecasted marketing trends based on previous data to maximize sales.
- Tracked key metrics and developed spreadsheets and data models.

AFFILIATIONS & ADVOCACIES

- **Trustee, AAA** (2021-Present); Asst Treasurer (2021-2023); Treasurer (2024)
- **Trustee, ADMU College Batch 1988 Inc.** (2021-Present; Vice President (2024)
- **Member, Ateneo College 1988 Organizing Committee** (2018-Present)
- **Member, Hymno Choir** (2009-Present)
- **Member of Society of Holy Mary of Guadalupe** (1995-Present)

"I agree to share the above information on any AAA social media platform for purposes of the 2024 AAA Elections."


Pauline C. Garcia
Signature Above Full Name