

FOR : CONCERNED EMPLOYEES
FROM : HUMAN RESOURCE DEPARTMENT
RE : 2024 TRAINING SCHEDULE
DATE : May 13, 2024
REF# : HRD-SUP-24-05- 019
CC : DC/file/All departments

Employees listed on the attached sheet are advised to attend the training on the scheduled date. For those participating in virtual training or at PTTC, registration is required through the provided link by the Training Specialist. After registration, please send proof of completed registration to the undersigned for payment processing. Should you have any questions or need further clarification, please do not hesitate to reach out.

Thank you and we appreciate your cooperation.


MAMERTA TAGLE
HR Supervisor

Approved by:


OLIVER M. FILOTEO
EVP

TRAININGS FOR 2024

TIME MANAGEMENT	
MAY 24, 2024	
1	
2	ARCILLA, BRYAN JED ORDANZA
3	VIDAL, ALEXEISE B.
4	JAYME, BRANDON LESLIE CRISTUTA
5	SALGADO, JEAN
6	AMODENTE, LESLIE
7	APAITAN, GRACE
8	COTCOT, PETRONIO
9	JOVELLANOS, ERNIE
10	MONTINOLA, ROSE
11	MANDAP, JONEL
12	PINEDA, RHAY VINCENT
13	SAMBO, JIM
14	PIELAGO, KIERSTINE GRACE Z.
15	REYES, ROSALYN
16	ARTIGA, ARCHIE
17	BASILA, ALLAN
18	BASTO, CHRIS
19	BOLOCON, JONALD
20	CASTANEDA, GLENN
21	CABE, BEN VENER
22	TOLENTINO, BIDA GRACEMA SABADO
23	BRASOS, JOSELITO BONAOBRA
24	ALAFRIZ, ARGILYN LAGANZO

PTTC

BUSINESS WRITING SKILLS	
August 6, 2024	
1	DULOG, JOANNA MARIE
2	JORRE, LANIE
3	PEREZ, MARIA MICHELLE

PTTC

COMPLETED STAFF WORK	
June 26, 2024	
1	SANTOS, PAMELA
2	RACCA, KRIS
3	GARADO, SHIELA MARIE
4	PLACIENTE, DARRYL

PTTC

WAREHOUSING	
June 5-6	
1	BANAAG, LESTER
2	SARTE, ARTHUR
3	PAGAYUNAN, LAWRENCE
4	NAVARRO, CHRISTIAN DAVE -PLANT

PERSONALITY DEVELOPMENT	
June 7, 2024	
1	AGUILAR, ROBERTO
2	PECTO, CLINT
3	SERAON, MICHAEL
4	YAP, CHRISTIAN
5	NALLAS, REX
6	
7	
8	
9	
10	
11	13, 14, 15

Inhouse

Time Management
Effective Communication
Personality Development
Safety at work and on field

EFFECTIVE COMMUNICATION SKILLS	
MAY 31, 2024	
1	DORIA, NICK ANGELO L.
2	MASANGKAY, JOAN ERICKA D.
3	DIMAYUGA, JENALOU
4	MENOR, JOHN PAULO MISLANG
5	TORINO, MICKO
6	ASIS, NIKKO BRYAN RIOSA
7	TRAJECO, JAKE BRYAN A.
8	SALOMON, MARIO
9	MAGTOTO, EDGAR
10	MONTINOLA, ROSE
11	GERNADE, MARICEL
12	DOMINGUEZ, JOSE
13	APAITAN, GRACE
14	ALEJANDRIA, MARVIN - PLANT
15	JULIANO, LARENCE -PLANT

SPREASHEETS FUNDAMENTALS	
June 25, 2024	
1	ASIS, NIKKO BRYAN RIOSA
2	BOLOCON, JONALD VELASCO
3	CASTANEDA, GLENN NITA
4	DULOG, JOANNA MARIE ESTRELLA
5	JORRE, LANIE FARINAS
6	MANZANO, DANTE ORTIZ
7	OLIMBA, ERNIE CABIDES
8	PAUSAL, ROWENA CANO
9	PEREZ, MARIA MICHELLE MANLICLIC
10	REAL, GUADALORRAINE PELAEZ
11	SAARI, CHARLES MANIPIS JR.
12	MAGTOTO, EDGAR
13	SALGADO, JEAN
14	SANTOS, ARLAN
15	SUPERA, JENE
16	APAITAN, GRACE
17	DOMINGUES, JOSE
18	GERNADE, MARICEL
19	JOVELLANOS, ERNIE
20	MONTINOLA, ROSE

PTTC

SAFETY AWARENESS	
SAFETY OFFICER	
1	CUEVAS, BOYET PUSO
2	PLACIENTE, DARREL GUNDA
3	PUIG, GARIE PACAONCES
4	SALOMON, MARIO BEYSIC
5	BARRERA, HERNINO RETIRO
6	BERMEO, ALBEN LUCAS
7	BRASOS, JOSELITO BONAOBRA
8	GUTIERREZ, ARJAY BAGUAL
9	LOJERO, VIDAL JR ORA
10	NALLAS, REX BAYOT
11	RAPSING, MANUEL BAGTAS
12	SEÑAR, KEVIN CORTEZANO
13	TALAVERA, RICHARD ORENDAY
14	VILLAFUERTE, NEIL ANCIT
15	VISTAN, MICHAEL ROQUE