ALYANNA S. HIPOLITO

EXTRACURRICULAR LEADER | CLUB ASSISTANT | ADMIN TASKS | WRITER

Sta. Maria, Bulacan, Philippines | LinkedIn

A detail-oriented and resilient individual with fluent written and verbal English and strong conflict-management skills, well-suited for fast-paced customer service environments. Experience leading as Feature Editor for a school publication and active involvement in a professional pharmacist association reflect strong communication and organizational abilities. Known for swift, accurate decision-making under pressure and an innovative approach to problem-solving — a fast learner ready to bring both composure and adaptability to any customer-facing role.

AREA OF EXPERTISE

Administrative Tasks	Writing (News, Feature, Sports)	Active Listening
Detail-oriented	Conflict Managements	Problem-solving

KEY ACHIEVEMENT

- **Raised Profit for School Booth.** From an initial principal of 3,700PHP, I helped my university organization earn up to 8,200PHP, achieving roughly 22% profit in 3 days.

PROFESSIONAL EXPERIENCE

Feature Editor **2024 – 2025**
The Shekinah Chronicles *Grace of Shekinah School*

- Spearheaded the Feature Writing Department of the club, overseeing all feature articles.
- Reviewed and approved 9 articles during my term, featuring mainly school events and local news.
- Conceptualized and pitched content direction across writing campaigns and initiatives.

JPPhA Member **2025 – Present**
Junior Philippines Pharmacist Association – Zeta Chapter *National University Manila*

- Helped with managing booth, including ingress, egress, staffing, and financing.
- Part of the Finance and Audit Committee, where I helped in earning a profit of 8,200PHP from a capital of 3,700PHP– marking a profit increase of 22% over 3 days.

EDUCATION

Bachelor of Science in Pharmacy **2025 – 2026**
National University Manila | GWA: 3.28 Metro Manila

Science, Technology, Engineering, and Mathematics (STEM) Track **2023 – 2025**
Grace of Shekinah School | High Honors (Final Grade: 96) Sta. Maria, Bulacan

ADDITIONAL SKILLS

- Fluent proficiency in English (written and verbal).
- High emotional intelligence and fast learner.
- Strong analytical and arithmetic skills.