

TRICIA MAE L. REOPIRIO, RPm, CHRA

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PERSONAL PROFILE

A goal-oriented Bachelor of Science in Psychology graduate, Registered Psychometrician (RPm), and Certified Human Resource Associate (CHRA) Batch 71 with internship experience in clinical, educational, and corporate settings. Skilled in communication, leadership, and organization, developed through training at NCMH, Colegio San Agustin–Biñan, and METS Cold Storage Services Inc. Knowledgeable in human behavior, mental health, and HR practices, with a strong commitment to continuous learning and professional growth.

EDUCATION

Colegio San Agustin – Biñan

Bachelor of Science in Psychology (2022 – MAY 2026)

- Dean's Lister 4th Year – 1st Semester 2nd Semester
- Dean's Lister 3rd Year – 1st Semester 2nd Semester
- Dean's Lister 2nd Year – 2nd Semester
- Guest Speaker: CSA- Biñan College of Arts and Sciences Holds Research Forum
- Iskolar ng Biñan Officer – External Committee
- Iskolar ng Biñan Member

Saint Francis National High School

Junior High School (2016 – 2020)

- Filipino Journalism
- Top 54 high grades in receiving 10k voucher for Senior High School Academics

University of Perpetual Help System of Laguna

Senior High School (2020 – 2022)

- High Honor

EXPERIENCE

HR Assistant Intern

Mets Cold Storage Services Inc. (2025)

- Conducted data encoding for employee performance evaluations, ensuring accuracy and confidentiality.
- Reviewed and assessed employee leave requests (e.g., sick leave and other types), determining validity based on submitted reasons and company guidelines.
- Organized and updated 201 files, including sorting and properly filing employees' training certifications and records.

School Counseling Intern

Colegio San Agustin - Biñan (2025)

- Communicated with new and transfer students, orienting them on the school environment, facilities, and addressing general inquiries and concerns.
- Managed and organized student records, ensuring accuracy and confidentiality.
- Coordinated and facilitated Homeroom Guidance activities, including organizing assignments and monitoring student outputs.

Clinical Intern

National Center for Mental Health (2025)

- Administered psychological assessments to outpatients, providing clear instructions and assisting clients who required clarification.
- Scored and computed test results accurately in accordance with standard procedures.
- Observed client behavior during assessment and documented relevant notes to support clinical

Part-time Work

Barangay Soro-Soro Binan Laguna (2024)

- Prepared and processed certifications and official documents for community members.
- Created PowerPoint presentations for meetings, reports, and barangay activities.
- Designed and organized tickets for raffle events and community programs.
- Provided basic troubleshooting and repair for computers and technical equipment.

SKILLS

LEADERSHIP | COMMUNICATION SKILLS | INTERPERSONAL SKILLS | TIME MANAGEMENT | ORGANIZATIONAL SKILLS | ADAPTABILITY & FLEXIBILITY | TEAMWORK & COLLABORATION | ATTENTION TO DETAIL | CREATIVITY & DESIGN | QUICK LEARNING ABILITY

CERTIFICATIONS & TRAINING

LANGUAGE

Certificate of Participation – MARCH 2025

- 38th PAPJA National Convention

Certificate of Participation – NOVEMBER 2025

- Psychological First Aid (Online)

Certificate of Participation – JANUARY 2026

- PGCA Mental Health Summit 2026

- FILIPINO
- ENGLISH