



Enriqueta Valdez Navarro

ORGANIZATIONAL EXPERIENCE

YEARS IN SERVICE

Board of Trustee • 2 years

Coordinator • 3 years

Center Chief • 8 years

DUTIES AS BOARD TRUSTEE

- Attends Board and Committee meetings.
- Actively participates to the formulation and/or review of KMBA's strategic directions and development plans.
- Review and approve operational, financial reports and other critical information related to the management of the association.
- Participates in any decision-making activities, conduct of performance assessment based on operational and financial targets vs actual achievement, addresses conflict of interests, and ensures that the association's risks are within threshold and are acceptable.
- Oversee the day to day management activities.
- Introduces new policies, standards and procedures for purposes of organizational development.
- Approves and ratify management proposals and/or recommendations, policies, appointments, events, and activities.
- Attend seminars, program development programs, and related trainings necessary for Board Trustees.

TRAININGS ATTENDED

1. Facebook Boost your Business 2018 by k-coop at Bayan Academy
2. Governance & anti money laundering act workshop June 5-7, 2019, Manila Prince Hotel
3. Management Forum July 22-24, 2019 at B Hotel
4. Leadership training January 26-27 Bayview Park Hotel
5. National Microinsurance Forum January 30, 2020
6. Investing in the time of COVID 19 April 17, 2020
7. Briefer on ARISE Philippine Act July 6, 2020
8. Learning session on Social Media Marketing 101 July 27, 2020
9. Webinar on Progreso Bond July 30, 2020
10. Briefer on Train Package 4 PIFITA August 7, 2020
11. Enhancing Mi-MBAs performance management system Sept 7, 2020
12. Learning Session-Center Meeting and social distancing Sept 21, 2020

EDUCATION

1974 • Fort Bonifacio Highschool

1977 • FEATI University Manila

- Bachelor of Science in Civil Engineering (Undergraduate)

WORK EXPERIENCE

- Worker • Department of Public Works and Highways
Assisted on spar road spillways construction.
- Forestry Contractor • FDPIN
Assisted in planting different varieties of trees.
- Overseas Filipino Worker
Cook for six (6) years.
- Jeepney Driver



ADDRESS

Phase 1 Blk 1 Sec 4 Belvedere
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Cavite



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