



CONTACT ME

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📍 318 Mizu The Redwood
Pasong Putik QC.

EDUCATION

Samar State University
Information Technology
2017/21 - 2024

Solar PV Installation Training
July 16 – 17, 2022

Silanga National High School
2011 - 2015

Silanga Elementary School
2007 - 2011

SKILLS

- Web Developer/Editing
- Video Editing
- Computer Programming
Hardware
- Electrical Wiring
- Software Developing/Editing

Alfredo G. Abanes Jr.

Information Technology

OBJECTIVE

"Motivated and eager-to-learn individual seeking an entry-level position. I am passionate and committed to developing my skills and contributing to team success. With strong communication abilities and a positive attitude, I am excited to support company goals and grow within the role."

WORK EXPERIENCE

IT Technical Maintenance and Office Staff Assistant 03 - 06/2024
Department of Public Works and Highways (OJT)

As an IT Technical Maintenance and Office Staff Assistant at the Department of Public Works and Highways (DPWH), I am responsible for ensuring the smooth operation of IT systems, performing regular maintenance, troubleshooting technical issues, and providing essential support to office staff. I manage hardware and software installations, oversee network integrity, and assist in optimizing office workflows. My role contributes to the efficiency and productivity of the department by ensuring a reliable IT infrastructure and offering seamless administrative support.

Data Entry Operator 2019 - 2020
CANON BUSINESS SERVICE CENTRE PHILIPPINES, INC
(FORMERLY CONVERGA ASIA INC.)

As a Data Entry Operator at Canon Business Service Centre Philippines, Inc. (formerly Converga Asia Inc.), you will be part of a dynamic team dedicated to precision and efficiency. The company is renowned for its supportive work environment, promoting professional growth and collaboration. With a strong commitment to employee well-being, Canon Business Service Centre offers excellent benefits, continuous training, and opportunities for advancement. Joining this industry leader means being part of a company that values innovation, quality, and integrity, making it an ideal place to build a rewarding career in data management and business services.

REFERENCES

ENGR. III NOEL T. SALITRERO
Head OIC Engr. III
Phone: 09155269343

ENGR. DINNIES B. DURANGO
IT CHAIRPERSON
Phone: 09685496414