

John Andie A. Centeno

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CAREER OBJECTIVE

A competitive, fast learner, and team player junior professional looking for a BPO industry experience where I can maximize my skills and potential.

EDUCATION

Bachelor of Science in Information Technology **2019 - 2021**
Laguna State Polytechnic University, San Pablo, Laguna

National Certificate II in Computer Systems Servicing **2017 - 2019**
KCD Technical Institute, Alaminos Laguna

WORK EXPERIENCE / PROJECTS

Team Building Facilitator (On-call) **March 2019 - Present**

Team Building Facilitator: PLFS, Bay, Laguna

- Responsible on executing the team building program of our clients.
- Facilitating games and all other program-related activities
- Assisting the head in coordinating different tasks to ensure success of the program

SKILLS

Technical Skills:

- MS Word
- MS Excel
- MS Powerpoint
- Troubleshooting
- Maintenance
- Networking
- Google Forms
- Programming Language: C#

Interpersonal Skills:

- Logical reasoning
- Good communication skills
- Ability to work under pressure
- Organizational conflict resolution
- Leadership
- Great collaborator
- Analytical and creative thinker
- Time management

Language: Proficient in English and Native in Filipino

PERSONAL INFORMATION

Birthdate: January 13, 2001

Birthplace: Bay, Laguna

Height: 5'3

Weight: 60 kgs

Marital Status: Single

Religion: Roman Catholic

INTERESTS

Reading novels, jogging, playing volleyball