



Millosa, Ivana Mariel B.

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 Bagong Kampi, San Nicolas III, Bacoor, Cavite, Philippines

 2004/04/03

PROFILE

A driven and competent individual eager to pursue opportunities that enhance my capabilities, contribute meaningfully, and build a strong foundation for my future career.

EDUCATION

2016/06 – 2020/04 Las Piñas City, Philippines	Golden Acres National High School <i>Junior High School</i> <ul style="list-style-type: none">• Graduated with Honors
2020/04 – 2022/07 Muntinlupa City, Philippines	Informatics College Northgate Inc. <i>Senior High School</i> <ul style="list-style-type: none">• Graduated with High Honors
2022/09 – present Bacoor City, Philippines	Cavite State University - Bacoor City Campus <i>Bachelor of Science in Computer Science</i> <ul style="list-style-type: none">• Currently a 3rd Year Student

PROFESSIONAL EXPERIENCE

2016 – 2020 Las Piñas City	SSG - Student Volunteer Organization, <i>Vice President</i> <ul style="list-style-type: none">• Collaborator in the creative team of the organization.• Edited educational-related posters and the like.• Made written reports for the monthly organization projects and activities.
2023/02 – 2023/04 Bacoor City, Cavite	Central Student Government, <i>Committee on Records and Documentation</i> <ul style="list-style-type: none">• Prepared Request Letters, proposals and the like.• Learned how to collaborate effectively with other committees and officers.
2023/04 – 2024/06 Bacoor City, Cavite	Central Student Government, <i>Secretary</i> <ul style="list-style-type: none">• Created detailed accomplishment reports and letters.• Assisted in various committees of the organization.• Have a great sense of working efficiently in a team setting.
2024/07 – Present Bacoor City, Cavite	TARA BASA! DSWD Program, <i>Tutor</i> <ul style="list-style-type: none">• Instructing Grade 1 students how to read and write.• Attended the week long capability building seminar of the DSWD.
2024/09 – Present Bacoor City, Cavite	Central Student Government, <i>Committee on Information and Communications</i> <ul style="list-style-type: none">• Managed the CSG's online presence by scheduling posts and preparing captions.

- Supported digital communication efforts to improve engagement and information dissemination.

SKILLS

Programming Languages (Java OOP, HTML, CSS, JavaScript, RDBMS, DBMS)

Microsoft Office 365 (MS Word, MS Excel, Ms Powerpoint)

Leadership Skills (Team Collaboration, Adaptability)

Interpersonal Skills (Written & Oral Communication, Active Listening)

REFERENCES

Ariel Diaz Sas

09610981015

Mary Rose Baita

09612652322


IVANA MARIEL B. MILLOSA
SIGNATURE OVER PRINTED NAME