ASHLEY D. SANARES

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PROFESSIONAL SUMMARY

Versatile digital professional with expertise in computer systems servicing, programming, graphic design, video editing, and social media management. Proficient in C++, Python, VB.NET, java, Visual Studio, and creative tools including Canva, DaVinci Resolve, CapCut, and Figma, with experience in research, project management, and system optimization.

AREA OF EXPERTISE

Technical Skills	Creative & Design	Digital Tools
• Programming (C++, Python, VB.NET) • Computer Systems Servicing • Network Management • Database Design (MySQL) • System Integration	• Graphic Design • Video Editing • Short-Form Content Creation • UI/UX Design • Social Media Management	• Canva • DaVinci Resolve • CapCut • Figma • Visual Studio IDE

PROFESSIONAL EXPERIENCE

CREATIVE & TECHNICAL SPECIALIST   **ONGOING**
FREELANCE & PERSONAL PROJECTS

- Design and produce engaging visual content for social media platforms using Canva, creating graphics, posts, and marketing materials
- Edit professional videos and YouTube content using DaVinci Resolve and CapCut, including short-form content for various platforms
- Develop user interface designs and prototypes using Figma for web and mobile applications
- Manage social media content calendars and create cohesive brand aesthetics across digital platforms
- Integrate technical skills with creative expertise to deliver comprehensive digital solutions

LEAD RESEARCHER | RECORD MANAGEMENT SYSTEM RESEARCH   **2022-2023**
SAMAR NATIONAL HIGH SCHOOL

- Led research to improve academic document management processes
- Designed and developed a full record management system (VB.NET, MySQL), covering database architecture, UI, and system integration
- Reduced document retrieval time by 50% through system optimization
- Awarded Best Researcher for enhancing document security and system performance
- Streamlined workflows, delivering measurable efficiency gains and institutional recognition

WORK IMMERSION INTERN   **2023**
INDIGO PRINT

- Operated professional printing equipment including Vank Cut, Laser Tech, Heat Press, Mug Press, and 3D printers in fast-paced production environment
- Edited and prepared files for various printing processes, ensuring quality and accuracy
- Gained hands-on experience with design-to-production workflow and professional print technologies

TECHNICAL ASSISTANT   **2023**
SAMAR NATIONAL SCHOOL | CATBALOGAN CITY

- Generated and printed QR codes for student identification and tracking systems
- Entered student profiles and Learner Reference Numbers (LRN) into attendance management system, improving administrative efficiency and record accuracy

CERTIFICATION

TESDA NC II – COMPUTER SYSTEMS SERVICING
NC II PASSER

- Earned industry-standard technical certification
- Built and configured systems; installed OS, drivers, and applications
- Deployed and secured networks (routers, switches, VPNs)
- Resolved hardware/software issues to minimize downtime
- Managed system and user settings to enhance security and performance

EDUCATION

STI College I EDSA Pasay City

Samar National High School
Catbalogan City

Playschool Child Learning Center
Makati City