

MARK JERVIN VILLONES

CONTACT

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Rizal

EXECUTIVE SUMMARY

- As a detail-oriented and motivated Information Systems student, I use my passion for technology to support business improvement and digital solutions. With a strong foundation in computer systems, databases, and networking, I stay current with the latest industry trends to continuously grow my skills. I enjoy working in team environments and have strong communication abilities, which help me explain technical ideas clearly to both technical and non-technical audiences. I'm eager to apply my knowledge in real-world settings and contribute to the success of any organization I join
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EXPERIENCE

Muzon Taytay

- Work as an Encoder at JMR Card, where I am responsible for accurately entering and updating bank-related data into the system. My job includes handling daily encoding tasks, checking documents for errors, and making sure all information is complete and submitted on time. I follow strict data handling rules to protect customer information and help keep records organized and reliable. This role has strengthened my attention to detail, time management, and ability to work efficiently under pressure.
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SKILL SUMMARY

- A highly adaptable and collaborative professional with a strong foundation in critical thinking and problem-solving. Demonstrates excellent time management skills, effectively prioritizing tasks to meet deadlines and achieve goals. Skilled at working in diverse team environments, quickly adjusting to new challenges, and contributing innovative solutions through logical analysis and strategic thinking.
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EDUCATION

- **Kaytome Gulod Elementary School**
- **Janosa National High School**
- **Binangonan Catholic College**
- **University of Rizal System**
Bachelor of Science in Information System