

Martin Lawrence M. Caringal

310 River Road, Claudelands Hamilton, Waikato, 3214

0221248553 | caringallawrence5@gmail.com

Personal Details

- Date of Birth : 02 July 2000
- Marital Status : Single
- Nationality : Filipino
- Driving Licence : Learners
- Visa Status : Resident

Personal Profile Statement/Career Objectives

Dedicated professional with a diverse background, strong work ethic, and a passion for learning. Committed to excellence and seeking opportunities for collaborative innovation and effective service delivery.

Work Experience / Volunteer Work

- **Administrative Staff** March 2022 - June 2022
Enp. Ivan Stephen F. Fadri, CPA, CESE, Guinobatan Calapan
 - Oversaw the administration of the DILG social media page.
 - Managed and organized documents efficiently.
 - Provided technical support to colleagues for technological issues.
 - Proficiently edited media, including video presentations and images.
 - Diagnosed and resolved issues with computers and printers promptly.
 - Assisted barangay officials with addressing their complaints effectively.

Education And Qualifications

- **Bachelor of Science in Information Technology (IQA Level 7)** Tertiary Jun 2018 - Aug 2022
Mindoro State University, Masipit Calapan City Oriental Mindoro
Capstone Project ESEEDS: An Automated Agricultural Seeds Vending Machine
- **Information Communication Technology** Secondary Jun 2016 - Apr 2018
AMA Computer Learning Center, San Vicente East Calapan City Oriental Mindoro
Senior High School

Summary Of Skills And Qualifications

- **Electronics Enthusiast (Arduino):** An Arduino hobbyist who excels in developing embedded and integrated projects, ranging from Arduino boards to IoT devices.
- **Professional Customer Service:** A dedicated professional who analyzes, understands, and excels at providing innovative technical solutions to customer needs.
- **Positive Presentation:** Able to excel in providing confident and enthusiastic interactions with customers in any situation.
- **Tech-Savvy:** Highly proficient in utilizing technology, ranging from electronics and cloud computing to web development.
- **Team player:** Able to excel as a team player, fostering collaboration and achieving shared goals.
- **Flexible:** Adaptable and fast learner with the ability to thrive in dynamic work environments.
- **Resilient:** Possesses the ability to overcome challenges and drive continuous improvement of productive atmosphere.
- **Communication:** Highly articulate, with the ability to convey ideas clearly and effectively, making complex concepts easily understandable for diverse audiences.

- **Computer literate:** Capable of dynamically handling a wide range of computing tasks, proficient in Microsoft 365, and adept at utilizing its suite of tools to enhance productivity and efficiency.

Reference

- **Enp. Ivan Stephen F. Fadri, CPA, CESE - Department of Interior Local Government**
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09175092340/09399260158
- **John Edgar S. Anthony - Mindoro State University**
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- I hereby certify that the above information is true and correct according to my knowledge and belief.


Martin Lawrence M. Caringal
Applicant