JHERICO C. PEPE

Doha Rd. Greens 2 Bldg., Flat 312, Al Qusais 1st, Dubai, UAE
Contact Number: +971581694073
Email: jhrc616@gmail.com
Website: echo616.github.io/

SUMMARY

IT graduate major in computer programming with a background in HTML, CSS, PHP, MySQL database. Experience working in the school department as a department assistant/database assistant as part of on-the-job training. Highly analytical, eager to learn, motivated, and skilled at solving programming problems.

EXPERIENCE

Part-Time
January 2022 - Present
C2H Software, *Bonifacio Global City, Philippines*
- Domain Finder - Locate the accurate website of the specified companies by C2H and make a compilation report for workforce analytics.
- PC Maintenance – Software update, Program Transition
- On-call pc support via Chrome Remote Desktop
- PC Troubleshooting (Hardware and Software) and Reformatting

Teacher's Assistant (Intern)
February 2021 – September 2021
BestLink College of the Philippines, *Philippines*
- Preparation and uploading of learning materials for the online class
- Encode and calculate the grades of the students for semester
- Supervise student's attendance via online class

IT Intern & Department Assistant

June 2021 – September 2021

BestLink College of the Philippines, *Philippines*

- Database correction: Ensure that student's data are matching with the Professor's grading report and confirm if the student's data are in order
- Track and document issues related to the system and report to the Team head for a possible solution
- Data entry and validation of students' inquiry
- Generate student reports for Department Head approval.
- Prepare and release OJT papers, removal/adding of the subject upon the Department Head's approval
- Submit Summary of Daily task/report

SKILLS

- ∅ HTML
- ∅ CSS
- ∅ PHP
- ∅ JavaScript
- ∅ Bootstrap
- ∅ Web Development
- ∅ Adobe Photoshop
- ∅ Microsoft Office
- ∅ PC Troubleshooting
- ∅ JAVA Object Oriented Programming

CERTIFICATIONS

National Certificate III – August 2018

Technical Education and Skills Development Authority

VISUAL GRAPHICS DESIGN

ArtLecture - December 2016

Architectural Students' Association of the Philippines

Seminar

EDUCATION

Bachelor of Science in Information Technology
June 2018 – August 2021
BestLink College of the Philippines
Graduate

Associate in Computer Technology
June 2016 – April 2018
BestLink College of the Philippines
Graduate