



JAN MARKO V. PASCUAL

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OBJECTIVE

Seeking an opportunity to apply and develop my practical skills, and contribute effectively to the organization's goals

QUALIFICATIONS AND SKILLS

- Hardworking and dedicated individual
- Strong organizational skills, with the ability to prioritize tasks, manage time efficiently, and meet deadlines.
- Excellent communication skills, both written and verbal
- Adaptability and flexibility
- Proficiency in Microsoft Office suite (Word, Excel, PowerPoint)
- HTML, CSS, JavaScript, Python, SQL
- Photo and Video Editing

EDUCATION

Bachelor of Science in Computer Science

Aug 2021 - Present

Emilio Aguinaldo College

Science, Technology, Engineering, and Mathematics (STEM)

Aug 2018 - May 2020

National College of Science and Technology - Senior High School (NCST-SHS)

WORK EXPERIENCE

On-The-Job Training

P.C.M. Cosmetic Products Trading / Dasmariñas City, Cavite

June - July 2024

- Assisted in improving the UI/UX of the company's website.
- Made graphic designs for products and published into the website to attract customers.

Social Media Marketing

Instadoc Medical Clinic & Pharmacy / Dasmariñas City, Cavite

Mar 2023 - Present

- Created engaging content for the Business Suite account of the company.
- Collaborated with the marketing team to develop and implement successful campaigns.

Operations Manager

Dec 2020 - Dec 2023

F1rst Printing Shop / Dasmariñas City, Cavite

- Directed aspects of the printing business, overseeing operations, sales, and customer service.
- Led day-to-day operations, ensuring smooth workflow, efficient order processing, and proper quality control of printed materials to meet client specifications and deadlines.

CHARACTER REFERENCE

PHOEBE C. DACILLO

OJT Supervisor

09471027749