



JOHN DEXTER A. BRUTAS

Student

1126 Kagawad Alley Batasan Hills Q.C | 09617279951 | jdab00712@gmail.com

CAREER SUMMARY:

A 4th year student with a BS.I.T. In New Era University seeking an internship of any IT related job. Previous project experience includes creating an Online Library for Academy School, E-commerce site, IP routing and Ticketing system. In addition, sideline job for visual graphics design and computer repair

WORK EXPERIENCE:

Saint Mark International Academy

Immersion Admin IT Assistant | 02 November, 2018 - 07 December, 2018

- Ensure staff satisfaction and retention by providing responsive tech support.
- Fulfill student request such as form 137, Certification (eg. Certificate of Grades, Enrollment, etc.) and good moral
- Increase productivity by using Microsoft Office to organize, update, delete and add feature requests.
- Collaborate with other staff to update the record and add new features.

RELEVANT PROJECTS:

Online Library System with Email Notification

- Built an Online Library System for high school students of Bulacan State Academy Inc
- Integrated an email notification where student inform about their books statuses

Ticketing System

- Created a IT tech support system where users may submit a ticket to obtain assistance related to IT

E-commerce Site

- Build an e-commerce website to showcase the products of Airforce Clothing Inc.

EDUCATION:

2013 - 2019 | Batasan Hills National High School

High School and Senior High School Graduate

2019 - Present | New Era University

Bachelor of Science Information Technology

SKILLS:

- Front-end and back-end web development
- In depth professional knowledge of Microsoft Office
- Programming languages - Java, Php, Tailwind CSS, Lavarel, Phyton, Android Studio and Bash scripting
- Installing and configuring computer hardware and software
- Troubleshooting
- Data Analysis with Phyton
- Data Privacy Fundamentals
- Digital Analytics & Regression
- IBM Cloud Essentials V3 SQL and Relational Database
-

CERTIFICATION:

2018 | Web Development Level III

MindBank Training and Skills Corp.

2018 | Contact Services NC II

MindBank Training and Skills Corp.

2018 | Visual Graphic Design NC II

Tesda

2022 | Fundamentals of 3D Modeling

New Era University

2022 | Introduction to Cloud Computing

New Era University

REFERENCE:

Joferson Ravino

High School & Tertiary Proctor | Freelance Developer | 09293813522

Jethro Calaycay

CEO of Airforce Clothing Inc. | Teacher 3 of STEM & ICT | 09196895772



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Republic of the Philippines
Department of Transportation and Communications
LAND TRANSPORTATION OFFICE
East Avenue, Quezon City

165-10

DATE

On-the-Job Training Contract

I, John Dexter A. Brutus, a student presently enrolled at New Era University, pursuant to the Memorandum Circular dated 10 January 1975 of the Labor, hereby abide by the following terms and conditions in connection with the practicum course or on-the-job training with the Land Transportation Office:

1. That I shall observe all existing reasonable office rules and regulations of the LTO while on training;
2. That I shall not claim nor be paid any compensation whatsoever while on training;
3. That the LTO shall have no liability for any injury and/or incapacity that may befall me while inside the LTO compound and its premises due to my fault or negligence or fortuitous event while undergoing training;
4. That I shall undergo office training in the LTO in compliance with the requirements of my course;
5. That I shall submit all the necessary requirements required by the Office before undergoing training.

In witness hereof, I have hereunto set my signature on this _____ day of _____
at _____.

Conform5e:

Student-Trainee
With my Parental Consent

Teacher-Supervisor

Parent/Guardian's Name and Address

Action by the Office

To: _____

Having complied with the required documents and condition for On-the-Job Training, your request for office training at the _____, this Office is hereby granted subject to the final approval by the Assistant Secretary.

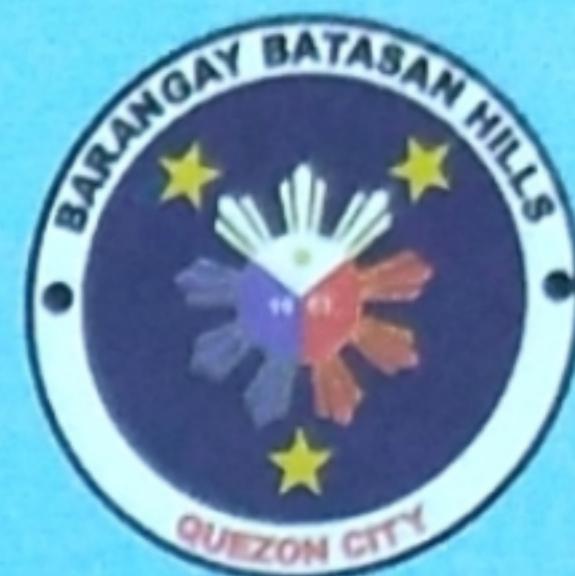
Recommending Approval:

LADIE LYN G. FUDERANAN
Administrative Officer IV
OIC, Human Resource Development Section



Republic of the Philippines
Quezon City, Metro Manila

BARANGAY BATASAN HILLS
OFFICE OF THE BARANGAY CHAIRMAN
Tel. Nos.: 0917 502 5154 / (7)219-3055
website: www.barangaybatasan.com



BARANGAY CLEARANCE CERTIFICATE

TO WHOM IT MAY CONCERN:

DATE: FEB. 07, 2023

This is to certify that the person whose photo, signature and right thumb mark appears herein, is a bona fide resident of **BARANGAY BATASAN HILLS**. with good moral character, good refute and has no derogatory record in this office.

FULL NAME : JOHN DEXTER ALVAREZ BRUTAS
ADDRESS : BLK1 LOT3 SENATORIAL ROAD AREA C
DOB / POB : DECEMBER 07, 2000/QUEZON CITY
SEX / CS : MALE/SINGLE
NATIONALITY : FILIPINO



PHOTO

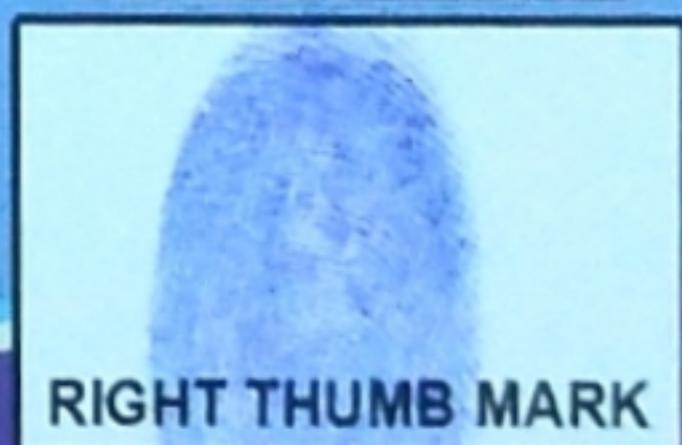
PURPOSE : RESIDENCY/OJT

FINDINGS : NO DEROGATORY RECORD ON FILE

VRR / Voter's precinct :

Res. Cert. No. :

Issued on / Issued at :



RIGHT THUMB MARK

CN-0223-07-07359

Signature of Applicant

Valid Until December 31, 2023

Note: Not valid if there are erasures and w/o BARANGAY SEAL

HJM
HON. JOJO M. ABAD
BARANGAY CHAIRMAN



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New Era University

No. 9 Central Avenue New Era, Quezon City 1107, Philippines
Tel. No.: (632) 8981-42-21 to 31; Fax No.: (632) 8981-4240
Web Site: www.neu.edu.ph

CERTIFICATION

February 22, 2023

To Whom It May Concern:

This is to certify that Mr. JOHN DEXTER A. BRUTAS,
a 4th year BS INFORMATION TECHNOLOGY student of *New Era University*,
School Year 2022 - 2023 is of Good Moral Character.

This further attests that the above mentioned student has not violated any rules and regulations imposed by the school throughout his stay in the University.

This certificate is hereby issued on the request of the student concerned for whatever legal purpose and intent it may serve.


FELICIDAD B.L. DE OCAMPO, RGC
Guidance Coordinator

Not valid without seal



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New Era University

COLLEGE OF INFORMATICS AND COMPUTING STUDIES

Rm. 247-B, High School Annex B, New Era University

Tel. No. (+632) 981-4221 loc 3825

E-mail: computerstudies@neu.edu.ph



20 March 2023

Ms. LADIE LYN G. FUDERANAN
OIC – Human Resource Development Section
LAND TRANSPORTATION OFFICE
LTO Company, East Avenue Quezon City

Dear Madam:

We would like to request your good office permission's to accommodate **Mr. JOHN DEXTER A. BRUTAS**, a senior BS Information Technology student of New Era University who is required to undergo an on-the-job training for a maximum of three hundred (300) hours on information technology related works.

The aforementioned student will perform his duties and function as a trainee subject to the policies and regulation of your training program.

Should your office be able to accommodate our student, we would like to request further that you evaluate his performance after the training so that we can identify areas for possible improvement (please see attached form).

Please feel free to communicate with us at telephone number 981-42-21 local 3825.

We will highly appreciate any accommodation and assistance you may extend to our student.

Very truly yours,

[Signature]
Dr. AUDREY LYLE DM. DIEGO
Dean- College of Informatics and Computing Studies