JERSEY ZENITH V. SETERA

Web Developer, Graphic Designer, Music Producer, Data Annotator

✉ jerseyzenith88@gmail.com

📞 +639949924436

📍 Brgy. San Juan, Pontevedra, Negros Occidental, Philippines

🖥 https://jerseysetera.github.io/PORTFOLIO/

EDUCATION

BS in Information Technology
University of St. La Salle
2021 - 2025
Awarded Dean's Lister status for outstanding academic performance (First and Second Semester A.Y. 2021-2022).

STEM
University of St. La Salle
2019 - 2021
Graduated With Honors.

Secondary & Primary Education
Calvary Baptist Academy of Pontevedra
2014 - 2019

TECHNICAL SKILLS

- Web Development: HTML5, CSS3, JavaScript
- Graphics & Media: Adobe Photoshop, Canva, Capcut, FL Studio
- IT Support: Helpdesk, Incident Resolution, System Diagnostics
- Software: Reimaging, Installation, Maintenance
- Hardware: Installation, Configuration, Troubleshooting
- Networking: Basic concepts, Peripheral connectivity

CERTIFICATES

- EF SET Certified C1 Advanced in English
- SEO Certified
- Google Cloud AI
- Basics of UI & UX

Professional Summary

Highly motivated and results-oriented IT practitioner with a strong foundation in information technology, creative design, and system support. Eager to leverage hands-on experience in web development, technical troubleshooting, and graphic design to contribute effectively to a dynamic IT environment. Possesses proven leadership abilities and is dedicated to driving technological advancement.

WORK EXPERIENCE

IT Operative | Concentrix CVG | Bacolod City
January 2025 - April 2025

- Executed installation and configuration of equipment and software for over 300+ workstations, including system reimaging procedures.
- Provided technical support and troubleshooting for daily client issues, significantly contributing to 40% faster resolution times.
- Conducted routine maintenance checks on 50 hardware and software systems per day, ensuring optimal performance and minimizing downtime.
- Managed the replacement of IT peripherals such as keyboards, mice, cables, and monitors, ensuring continuous operational readiness for different departments.
- Gained practical understanding and direct exposure to IT operations within a large-scale Business Process Outsourcing (BPO) environment.

Freelance Graphic Designer | Bacolod City | 99designs
January 2025 - September 2025

- Designed and produced a variety of graphic assets, including logos and t-shirt designs, for 10 clients, meeting specific brand requirements and project deadlines.
- Utilized graphic design software (Adobe Photoshop, Illustrator, Paint.NET, GIMP) to create visually compelling and print-ready artwork.
- Managed client communication from initial concept discussions to final delivery, ensuring client satisfaction and incorporating feedback effectively.
- Developed a strong portfolio of diverse design projects, showcasing creativity and technical proficiency in visual communication with over 6 years of experience.

Data Annotator | RWS Group | August 2025 - November 2025

- Performed various data annotation tasks, specializing in image and video labeling to support AI model training.
- Reviewed and identified inaccuracies in AI-generated images and videos, providing corrective annotations.
- Conducted quality assurance to ensure data accuracy, consistency, and adherence to project guidelines.
- Contributed to enhancing AI response accuracy by analyzing and labeling system outputs for errors and improvements.

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INTERPERSONAL SKILLS

- Communication & Public Speaking
- Leadership
- Problem-Solving
- Team Collaboration
- Adaptability & Proactive

LANGUAGE

English C1   Hiligaynon

Tagalog

CAMPUS AND COMMUNITY INVOLVEMENT

- **Executive External Vice President | Information Technology Society USLS (2024–2025)** - Led external relations and oversaw key society initiatives.
- **Social Media Manager | Information Technology Society USLS (2024–2025)** - Managed digital presence and promotional campaigns, increasing engagement by 30%.
- **Event Head/Coordinator | ITS Tech Talk (2025)** - Successfully organized and executed events for 60 attendees.
- **Committee Member | USLS Computing Studies EXPO (2023 & 2024)** - Contributed to the planning and execution of large-scale academic expo.
- **Emcee | USLS IT & EMC 1st Semester General Assembly (2024)** - Hosted major university events, enhancing participant experience.
- **Emcee/Event Facilitator | USLS TRANSENDICATORS: Tutorial Sessions for IT (2024)** - Facilitated learning sessions for 50 students.
- **Usher | USLS ITS Debugging Chronicles (2024).** - Provide participants with guidance during the competition.
- **Graphic Designer | Sangguniang Kabataan Pontevedra, Brgy. Antipolo (2024) -** Designed and created compelling visual materials for community campaigns and promotions.

PERSONAL DATA

Date of Birth: December 11, 2003

Place of Birth: Paranaque, Manila

Age: 21

Gender: Male

Nationality: Filipino

Civil Status: Single

Religion: Roman Catholic

Height: 5'9"

Weight: 85 kg

CHARACTER REFERENCES

Angel Alquizar
SK Chairman
Brgy. Antipolo, Pontevedra
Mobile: 09690466464
Email: alquizargel@gmail.com

Daniel Yared
Live Operations Specialist
Pocket Worlds
Mobile: 09457250733

Rally C. Geocadin III
IT Support Staff
Department of Agrarian Reform -
Negros Island Region
Mobile: 09937764636