



Contact

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Socials

Personal Information

Full Name: Jame Cris Bugtong

Birthdate: November 14, 2004

Age: 20 years Old

Place of Birth: Molatuhan Bajo, Lopez Jaena

Sex: Male

Civil Status: Single

Nationality: Filipino

Religion: IFI

Mother's Maiden Name: Benvenida Bugtong

Professional Summary

Motivated and detail-oriented student with strong academic performance and a passion for continuous learning. Demonstrates excellent communication, problem-solving, and teamwork skills. Eager to apply theoretical knowledge in practical settings and gain hands-on experience to contribute effectively to organizational goals.

Languages

English

Filipino

Bisaya

Hobbies

Cycling

Online games

Basketball

Listening to Music

Jame Cris Bugtong

IT Student

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Experience

Citizenship Advancement Training - SFXHS | 2022-2023

- Served as a team leader during drills and group activities, fostering teamwork, discipline, and leadership among peers while promoting a sense of responsibility and accountability.
- Underwent basic training in disaster preparedness and first aid, learning essential life-saving skills and emergency response protocols to assist during calamities and emergencies.
- Engaged in regular drills and physical training exercises that enhanced discipline, physical fitness, and knowledge of basic military courtesy and protocol.

Work Immersion | Treasurer's Office

- Organized and maintained financial records, tax documents, and official receipts, ensuring accurate filing systems for easy retrieval and reference.
- Helped process payments for local taxes, fees, and permits by assisting clients with forms and ensuring all required documents were complete.
- Helped track and monitor office supplies and materials, preparing requisition forms to ensure that resources were adequately stocked and available for daily operations.

Education

Bachelor of Science in Information Technology | University of Science and Technology of Southern Philippines | 2023

Senior High School - GAS Strand | Saint Francis Xavier High School of Lopez Jaena Inc. | 2023

High School Graduate | Saint Francis Xavier High School | 2021

Elementary Graduate | Cesar Abuton Elementary School | 2017

Skills

Technical Skills

- Web Development: HTML, CSS, JavaScript
- UI/UX Design & Graphic Design (Canva)
- Office Productivity: Microsoft Office (Word, Excel, PowerPoint)

Soft Skills

- Strategic Decision-Making in planning a system
- IT Solutions
- Tech Initiatives
- Communication
- Analytical Thinking for Effective IT Development

Award & Achievements

- Consistent With Honor in Elementary
- C.A.T. (Citizenship Advancement Training)