Kane Stephene A. Frogosa

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Man-up, Altavas, Aklan
k9029-sk.github.io/KPortfolio

OBJECTIVE

A recent Bachelor of Science in Information Technology graduate majoring in Software Engineering, eager to begin a career in the IT industry. Quick to learn, detail-oriented, and motivated to apply and grow skills in programming, web technologies, user interface design, and other areas of IT. Committed to delivering quality results while gaining hands-on experience in a dynamic work environment.

EDUCATION

Altavas National School   2019-2021

SHS-TVL Track: Information and Communications Technology Strand

Aklan State University-Kalibo Campus   2021-2025

Bachelor of Science in Information Technology

- Major in Software Engineering

WORK EXPERIENCE

INTERNSHIP | DENR – PENRO Aklan, General Records Unit   Feb-May 2025

- Organized physical and digital files for efficient document management and quick retrieval
- Tracked and encoded incoming documents using internal systems to ensure timely processing
- Assisted clients in reviewing documents and identifying proper follow-up actions or personnel
- Supported daily office operations and helped troubleshoot basic IT issues (e.g., printer setup, software, connectivity)

SKILLS

- Frontend Development: HTML, CSS, Sass, JavaScript, React.js
- Backend & Database: PHP, SQL
- UI & Visual Design: Adobe Photoshop & Canva
- Client Communication: Problem-solving, client interaction, clear communication
- Documentation: Professional writing, document organization

AWARDS AND CERTIFICATION

Certificate of Participation   April 2024
Content Creation for YouTube Leveraging Free AI Tools & The AI and WFH (Work From Home) Revolution

Certificate of Participation   December 2024
Ready, Steady, Survive - Recognition for Completing the Final defense of Capstone 102 Course

On-the-Job Training Completion Certificate   Feb-May 2025
DENR – PENRO Aklan, General Records Unit, Completed 486 hours of OJT

Certificate of Director's Honor List   May 2025
Dean's Lister of Aklan State University-Kalibo Campus