

KARL B. MILLARE

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<https://karl-millare.github.io/Seris/>

SUMMARY

- Bachelor of Science in Information Technology Graduate (Bicol University College of Science)
 - Graduated with Latin Honor (Cum Laude)
 - BUCET Passer
 - Civil Service Professional Eligible (August 2023 CSC-PPT Examination)
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WORK EXPERIENCE

Jan 2024 - May 2024

BU OSAS | Student Assistant

- Student assistant for Bicol University Office of students affairs and services. Work involves template designing (tarp, certificates, announcements, letter generation, etc.) excel automations, and other Clerical tasks.

Jan 2017 - Present

XSL Data Services | Independent Contractor (Online Job)

- A continuous performance based part time work that involves data entry and research of various US based events for an event listing website.

2017

Craigslist - Event Tickets | Data Entry (Online Job)

- 3 months data entry work for craigslist which involves manual entry of tickets information for different US Themepark based events or places.
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EDUCATION

Bicol University College of Science

2020 - 2024

Bachelor of Science in Information Technology

Anislag National High School

2016 - 2020

SHS - Humanities and Social Sciences

JHS - Electronics Technology

KEY SKILLS

- Web Development (PHP, HTML, CSS, Bootstrap)
- Programming (C, Python, R, PHP)
- MS Office Proficient (Excel, Word, Powerpoint, Publisher) and its Google Counterparts
- Visual Design (Photoshop, Canva)
- Basic Video Editing (Filmora, Capcut, PowerDirector)
- Proficient in Using Google, AI and other online Productivity Tools.