

Kenneth Casing

IT SPECIALIST

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Cagayan de Oro City, Misamis Oriental, Philippines, 9000

SUMMARY

Reliable and detail-oriented IT Support Specialist with hands-on experience in hardware and software troubleshooting, data entry, documentation, and technical research. Proficient in Microsoft Word, Excel, and skilled at leveraging AI tools to streamline IT workflows and boost efficiency. Quick to adapt to new technologies and systems, with a proactive approach to problem-solving and a strong commitment to supporting team performance and continuous improvement.

SKILLS

- Computer Hardware & Software Troubleshooting
- AI Tools
- Video & Photo Editing
- Web Development - Front End
- Web Research
- HTML, CSS, JavaScript

EDUCATION

Bachelor of Science in Computer Engineering

Jan 2024 - Mar 2024

PHINMA Cagayan de Oro College

- Assembled and led a team to design and implement an automated system tailored for poultry farms, which optimized data accuracy and streamlined operations, resulting in improved management and accessibility.

PROFESSIONAL EXPERIENCE

Video Editor | Data Entry Assistant

Sep 2020 - Apr 2022

Freelancing, Remote

- Edited videos that clients wanted, adding motion effects and illustrations for vlog and documentary-style works.
- Carried out extensive web research to locate particular product information and pictures, guaranteeing correct labeling and representation for a range of applications.
- Input data into Excel spreadsheets, converted hard copy text to digital format in Word, and checked entries for mistakes to ensure data integrity and accuracy.

INTERNSHIP

Computer Technical Support | Data Entry

Jan 2024 - Mar 2024

4th Signal Battallion, Phillippine Army

- Edited videos that clients wanted, adding motion effects and illustrations for vlog and documentary-style works.
- Carried out extensive web research to locate particular product information and pictures, guaranteeing correct labeling and representation for a range of applications.
- Input data into Excel spreadsheets, converted hard copy text to digital format in Word, and checked entries for mistakes to ensure data integrity and accuracy.

ADDITIONAL INFOMATION

- **LANGUAGES:** Tagalog, English
- **REFERENCES:** Available upon request | Health Status: Good | Criminal Record: None