Ralph Jan Gallegos

ralp.pelino11@gmail.com
09056548089
Iponan, Cagayan de Oro City

Experience

Logistic Officer

La Kreativ Events Organizing Services • Cagayan de Oro City   12/2024 - 03/2025

A Logistics Officer at La Kreativ Events would be responsible for the planning, coordination, and execution of all logistical aspects of events, ensuring the timely and efficient delivery of resources and services. This includes managing vendor relationships, coordinating transportation and setup, overseeing inventory, and troubleshooting on-site logistics to guarantee a smooth and successful event experience.

Assistant Coordinator

La Kreativ Events Organizing Services • Cagayan de Oro City   02/2022 - 11/2023

As an Assistant Coordinator at La Kreativ Events Organizing Services, my role involves providing crucial support to the lead coordinator, encompassing a wide range of tasks from pre-event planning and vendor coordination to on-site execution and post-event follow-up. This includes managing logistics, assisting with client communication, ensuring timely vendor setups, troubleshooting issues during events, and handling administrative tasks, all contributing to the seamless and successful delivery of memorable events.

Skills

Organizing Events, Communication, Leadership, Programming, Time Management, Coordination, Attention to Detail, Logistics Planning, Vendor Management, Inventory Management, Event Setup and Breakdown, Client Relations

Education

Bachelor of Science in Information Technology

PHINMA Cagayan de Oro College • Cagayan de Oro City, Philippines   08/2025

My academic foundation is built upon a Bachelor of Science in Information Technology (BSIT), which provided me with a robust understanding of software development, systems analysis, and IT infrastructure. Building on this, I've cultivated significant professional experience, notably as a Project Manager, where I've demonstrated my ability to lead and deliver complex technical projects. Furthermore, my expertise extends to full-stack development, enabling me to design and implement comprehensive web applications. This combination of academic knowledge and practical skills positions me to effectively bridge the gap between technical requirements and business objectives.

Portfolio

https://delmonte-careers.vercel.app/

https://github.com/chillingsss