



# LARRY S. CRUZ JR.

INFORMATION TECHNOLOGY INTERN

## CONTACT

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Address:

474 Santa Clara, Santa Maria,  
Bulacan.

## SOFT SKILLS

- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

## TECH SKILLS

- User Interface Designing
- User Experience Designing
- HTML and CSS
- MS Office
- Blender
- AutoCAD
- Figma
- Capcut
- Canva
- Pen and Paper Drawing
- Drafting

## REFERENCES

- **Asst. Prof. Alfie B. Benito, MIT**  
alfie.benito@stamaria.sti.edu  
09774767391
- **Gina C. Guballa, Master Teacher II**  
ginaguballa@gmail.com  
09253081166



## OBJECTIVE

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.



## EDUCATION

**Bachelor of Science in Information Technology** 2022 - 2025  
STI College Sta. Maria

**Senior High School - Science, Technology, Engineering and Mathematics** 2016 - 2018  
Sacred Heart Academy



## CERTIFICATION & TRAINING

**Certificate of Completion - Training Course of in SAP Business One** JUNE 6, 2022

**Award of Course Completion - System Administration** JUNE 25, 2022

**3-days Seminar Workshop on Procurement Planning and Barangay Budgeting** JULY 7-9, 2022

**Pilot Training on the Enhance of Barangay Solid Waste Management for the Barangay within within the Marilao-Meycauayan-Obando River System** AUGUST 17, 2022



## PRE PROFESSIONAL EXPERIENCE

**Barangay Bookkeeper** SEPTEMBER 8 2019 - JANUARY 30 2023  
keeping financial records updated, preparing reports and reconciling bank statements, sorting monthly disbursements records, paying all the expenses and bills.