About Me

A detail-oriented Computer Science student with strong computer, typing, and data management skills. Comfortable using Google Workspace, Microsoft Office, and basic productivity and design tools. Able to organize information, create simple reports, and support office or academic tasks with reliable, accurate work. Interested in technology, online tools, and learning how to use software to make everyday tasks easier.

Skills

- Basic coding using Python and MySQL for simple scripts, data handling, and database queries.
- Data management and spreadsheets with Microsoft Excel and Google Sheets for organizing and checking information.
- Document and presentation creation using Microsoft Word, PowerPoint, Google Docs, and Google Slides.
- AI tools and prompt creation for drafting text, generating ideas, and summarizing information effectively.
- Task and project organization with Trello and Notion to track to-dos, deadlines, and basic workflows.
- Basic bookkeeping support, including tracking simple income/expenses and organizing financial records in spreadsheets and QBO
- Basic design and editing using Canva and simple video/photo editors for straightforward visual content.

LOR FREDERICK AQUINO

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Experience

Freelance Excel Analyst **Aug – October, 2025**
Academic Study
2025 – October 2025

- Managed and standardized dataset entries in Excel, improving accuracy and consistency of reports.
- Designed interactive dashboards and automated reports to support data-driven decision-making.
- Delivered reliable outputs in a remote setting, demonstrating independence, adaptability, and accountability.

Education

Bachelor of Science in Computer Science **2022–2026**
Filamer Christian University, Inc.
Dean's Lister (2022 – 2025) | Candidate for Latin Honors

- Studied core computer science subjects including programming, data structures, databases, and basic computer architecture.
- Applied Python, SQL/MySQL, and basic web development with React-TypeScript and Laravel in coursework and team projects, building simple POS systems, CRUD web apps, and small tools for managing records and transactions.
- Gained practical experience using hardware and software troubleshooting, office and productivity apps, and introductory AI tools to solve everyday technical problems and support others with their computer tasks.

Certifications

- Introduction to Modern AI – Cisco Networking Academy (Jun 2025) – Gained foundations in AI concepts and how to apply AI tools responsibly in everyday tasks.
- Fundamentals in Statistics with MS Excel – Data Analytics Philippines (May 2025) – Practiced using Excel for basic statistics, data analysis, and simple reports.
- Fundamentals of Python – Data Analytics Philippines (Apr 2025) – Learned core Python syntax for writing small scripts and working with data.
- Financial Management Essentials – DisasterReady.org (Nov 2025) – Built understanding of basic budgeting, financial records, and how to support project finances