

# MA. DONNA D. FIDELINO

09664863891 | mariadonna0319@gmail.com | Marinduque, Philippines | [www.linkedin.com/in/fidelinomadonna](https://www.linkedin.com/in/fidelinomadonna)

## SUMMARY

A highly motivated and disciplined IT graduate with practical experience in software development, project management, technical support, network configuration, and software quality assurance. During my OJT at DOST-Marinduque, I developed a Customer Satisfaction Feedback System using the MERN stack. I served as a QA Analyst under the League of Developers Initiative (LODIx), where I conducted both manual and automated testing on web applications. Using tools like Selenium and Python, I identified bugs, created test scripts, and contributed to improving overall product quality. I was recognized with the Model Intern and Best Intern awards for my professionalism, performance, and dedication. I am eager to learn, grow, and contribute to a dynamic IT team.

## TECHNICAL SKILLS

- Programming Languages: JavaScript, python, PHP, HTML
- Web Development: MERN stack (MongoDB, Express.js, React.js, Node.js)
- Version Control: Git, GitHub
- Software Testing Tools: Selenium automation with python and manual testing and other testing methodologies.
- Responsive Design: Bootstrap, Tailwind CSS and pure CSS
- Database Management: MongoDB, MySQL
- Network Configuration
- System Administration
- Digital Marketing
- Skilled in Canva graphics creation
- Microsoft Productivity Tools

## SOFT SKILLS

- Communication Skills
- Detailed Oriented
- Adaptability
- Problem Solving Skills
- Logic and Critical Thinking Skills
- Attention to Detail
- Time Management
- Work Ethic
- Accountability
- Professionalism
- Team Player

## INTERN EXPERIENCE

### QUALITY ASSURANCE ANALYST

League of Developers Initiatives (LODIx)| DOST, MIMAROPA

January 2025 – April 2025

- Performed both manual and automated testing to ensure the functionality, performance, and reliability of various DOST systems.
- Developed and executed automated test scripts using Selenium and Python for the DOST Information Systems Strategic Plan (ISSP)
- Conducted end-to-end validation and manual testing of the DOST Internal Audit Management System (IAMS)
- Created new test cases and made the “TestResultsSummary” for the Balik Scientist Program Management System to ensure (BSPMS) thorough test coverage and accurate reporting
- Applied a wide range of testing methodologies including functional testing, regression testing, user acceptance testing (UAT), and cross-browser testing.
- Documented test results, reported bugs, and collaborated with developers to verify fixes and enhance overall software quality.

### IT TECHNICAL SUPPORT/PROGRAMMER

Department of Science and Technology. | Bangbangalon Boac, Marinduque

January 2025 – April 2025

- Assisted in troubleshooting computer hardware and software issues.
- Organized and assisted in training and workshop sessions for local stakeholders.
- Performed routine maintenance on systems, networks configuration, and peripherals.
- Performed accurate data entry tasks, including system records, inventory logs, and user information updates.
- Developed a Customer Satisfaction Feedback System using MERN stack (MongoDB, Express.js, React.js, Node.js).
- Received the Model Intern and Outstanding Programmer award in recognition of outstanding performance, professionalism, and dedication throughout the internship

## EDUCATION

### **BACHELOR'S DEGREE | Information Technology | Marinduque State University**

**2021 – 2025**

- Awarded With Distinction and Best Intern award.
- Completed relevant coursework in Software Development, Project Management, Technical Support, Networking, System Administration and Software Quality Assurance, gaining foundational and practical knowledge applicable in a real-world IT environment.

### **SENIOR HIGH SCHOOL | Information and Communication Technology | Tigwi National High School**

**2019-2021**

- Awarded with Honor
- Completed relevant coursework in Hardware Assembly and Disassembly, Network Setup and Configuration, Software Installation and Configuration, Server Setup and Management, Troubleshooting and Repair

## AWARDS /RECOGNITIONS

### **BEST INTERN AWARD – College of Information and Communication Technology | Marinduque State University**

- Awarded for demonstrating performance, professionalism, and dedication during the on- the-job training (OJT), through consistent excellence, proactive learning, and a positive attitude, has gone and beyond the expectations on the training program  
(June 4,2025)

### **MODEL INTERN AWARD –Department of Science and Technology -Marinduque**

- Recognized for showing strong initiative, reliability, and professionalism—completing tasks proactively without needing supervision.  
(April 30, 2025)

### **OUTSTANDING PROGRAMMER AWARD –Department of Science and Technology -Marinduque** (April 30, 2025)

- Awarded for demonstrating exceptional initiative, reliability, and professionalism in programming-related tasks. Recognized for consistently completing projects with excellence and independence, showing strong problem-solving skills and the ability to deliver results without the need for supervision.

### **2<sup>ND</sup> RUNNER-UP KNOWLEDGE RACE – College of Information and Communication Technology | Marinduque State University**

- Achieved 2nd Runner-Up in a competitive academic event focused on core areas of Information Technology, including computer networking, Windows installation, programming, and general ICT knowledge.  
(April 30, 2025)

### **CONSISTENT DEAN'S LISTER - College of Information and Communication Technology | Marinduque State** (May 8, 2024)

- Recognized for exceptional academic performance and consistent dedication to excellence in Bachelor of Science in Information Technology. Maintained consistent Dean's Lister status throughout college, with a highest General Weighted Average (GWA) of **1.28**.

### **COLLEGIATE SPORTS ACHIEVEMENT AWARD – College of Information and Communication Technology | Marinduque state University** (June 4, 2025)

- Recognized for outstanding athletic excellence, unwavering dedication, and commendable contributions to sports. Throughout the college years, this student exemplified the true spirit of sportsmanship and leadership.

### **SPARKLING SALES AWARD- Department of Information and Communication Technology – MIMAROPA** (September 18,2025)

- Recognized the top sales performers who consistently achieve outstanding results during the DICT-SPARK Technical Course on Digital marketing and E-Commerce

### **VISUAL VIRTOUSO AWARD- Department of Information and Communication Technology – MIMAROPA** (September 18,2025)

- Recognized the creativity in graphics, that reflects innovation, artistic vision and technical skills during the DICT-SPARK Technical Course on Digital marketing and E-Commerce

## TRAININGS & CERTIFICATIONS

### **Certificate Of Completion: Programming For Intermediate Users Using Python**

**July 4,2024**

- 8 hours of training by the Department of Information and Communication Technology

### **Certificate Of Completion: Dict -Ict018 Basic Label of Software Engineering**

**Aug 8 ,2024**

- 8 hours of training by the Department of Information and Communication Technology

### **Certificate Of Completion: Foundations Of Cybersecurity**

- 10 hours of training by COURSERA

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|--|---------------------|
| <b>Certificate Of Completion: Dict-Spark Technica; Training Course on Digital Marketing and E Commerce</b>   | Sept 2-13, 2024     |
| <ul style="list-style-type: none"> <li>50 Hours of training organized Department of Information and Communication Technology -MIMAROPA</li> </ul>          |                     |
| <b>Certificate Of Completion: On-The-Job Training</b>  | Jan 24- Ap 30, 2025 |
| <ul style="list-style-type: none"> <li>Completed the required time 486 Hours of On-the-job training at the department of Science and Technology</li> </ul> |                     |
| <b>Women In Public Service and Gender Issues</b>   | March 27,2024       |
| <ul style="list-style-type: none"> <li>4 hours of training Department of Information and Communication Technology -Region 4</li> </ul>                     |                     |
| <b>Certificate Of Completion: Dict-Dls003 Microsoft Productivity Tools</b>   | March 27,2024       |
| <ul style="list-style-type: none"> <li>6 hours of training Department of Information and Communication Technology</li> </ul>                               |                     |
| <b>Internet Of Things (Iot) Around Us in Everyday Life: Impact on Women</b>  | March 22,2024       |
| <ul style="list-style-type: none"> <li>3 hours of training Department of Information and Communication Technology-Region 2</li> </ul>                      |                     |
| <b>Certificate Of Completion: Data Breaches and You: What to Do When Your Information Is Exposed</b>   | March 6,2025        |
| <ul style="list-style-type: none"> <li>3 hours of training Department of Information and Communication Technology-Region 2</li> </ul>                      |                     |
| <b>Certificate Of Participation: Online Freelancing Journey</b>  | March 13,2024       |
| <ul style="list-style-type: none"> <li>4 hours of training Department of Information and Communication Technology-South Cotabato</li> </ul>                |                     |
| <b>Certificate Of Participation: Ailam Mo Dapat: Leveraging the Use of Ai Tools in Academic Writing</b>  | March 13,2024       |
| <ul style="list-style-type: none"> <li>4 hours of training Department of Information and Communication Technology-Region IV-A</li> </ul>                   |                     |
| <b>Course Certificate: Foundations Of Cybersecurity</b>  | June 9, 2024        |
| <ul style="list-style-type: none"> <li>10 hours of training COURSERA Google</li> </ul>   |                     |
| <b>Course Certificate: Cybersecurity Policy Foundations</b>  | June 9, 2024        |
| <ul style="list-style-type: none"> <li>1 hours of training COURSERA Infosec</li> </ul>   |                     |
| <b>Course Certificate: ChatGPT for Beginners: Save Time with Microsoft Excel</b>   | November 2, 2024    |
| <ul style="list-style-type: none"> <li>3 hours of training COURSERA Project Network</li> </ul>   |                     |
| <b>Course Certificate: Google Sheets</b>   | November 2, 2024    |
| <ul style="list-style-type: none"> <li>3 hours of training COURSERA Google Cloud</li> </ul>  |                     |
| <b>Course Certificate: Online Education: The Foundations of Online Teaching</b>  | Oct 31, 2024        |
| <ul style="list-style-type: none"> <li>20 hours of training by COURSERA: MACQUARIE UNIVERSITY</li> </ul>   |                     |
| <b>Course Certificate: Introduction To Cybersecurity</b>   | December 8, 2024    |
| <ul style="list-style-type: none"> <li>8 hours of training by CISCO Networking Academy</li> </ul>  |                     |
| <b>Course Certificate: Digital Awareness</b>   | December 8, 2024    |
| <ul style="list-style-type: none"> <li>8 hours of training by CISCO Networking Academy collaboration with OpenEDG</li> </ul>                               |                     |

## ACADEMIC PROJECT

### CAPSTONE PROJECT: PERMITTREE: ONLINE FORESTRY PERMITTING AND MANAGEMENT SYSTEM

**Role:** *Project Manager & QA Analyst*

- Led project planning and task coordination for a multi-role web platform.
- Performed functional testing, user acceptance testing (UAT), and ensured software quality throughout the development process.
- Collaborated with developers to report, track, and verify bugs prior to deployment.
- Involved in all phases of the Software Development Life Cycle (SDLC), from requirements gathering to deployment and maintenance.

## REFERENCES

**Ronjie Mar L. Malinao**, College Dean at the College of Information and Computing Sciences | Marinduque state University

[malinao.ronjiemar@marsu.edu.ph](mailto:malinao.ronjiemar@marsu.edu.ph) | 09177238512

**Keith Paolo A Buenaventura**, Supervising Science Research Specialist | Department of Science and Technology (DOST) – Marinduque

[kpabuenaventura@mimaropa.dost.gov.ph](mailto:kpabuenaventura@mimaropa.dost.gov.ph) | 09171158707

**Art Jervin L. Magcamit**, Program Head at the College of Information and Computing Sciences | Marinduque State University

[magcamit.art@marsu.edu.ph](mailto:magcamit.art@marsu.edu.ph) | 09088744671