

**Lyka Casipit**

Alaminos City, Pangasinan 2404

09454166468 | lykacasipit013@gmail.com

Born: May 30, 2003

**OBJECTIVE**A dedicated individual committed to continuous self-improvement and skill development, particularly in the field of Information Technology and communication. Seeking opportunities that promote professional growth and meaningful contributions.

**WORK EXPERIENCE**

February 2025 – May 2025

Alaminos City, Philippines

**Intern**

Alaminos City Police Station

* Managed data-entry for compliance reports
* Handled the official Facebook page of the station
* Documented over 20 events through photography
* Designed various Information, Education, and Communication materials

July 2024 – September 2024

Alaminos City, Philippines

**KALAHI (Student Assistant)**

# Pangasinan State University – Alaminos City Campus

* Provided assistance to office staffs
* Organized and sorted documents

**EDUCATION**

**Pangasinan State University – Alaminos City Campus**

September 2021 – Present

Alaminos City, Philippines

Bachelor of Science in Information Technology

* Published Capstone Project
* Contributor to project documentation
* Created animation for Multimedia Arts Activity
* Composed Storylines for Music Video Activities
* Created Storyboards for the storylines of MVs
* Created a basic Podcast, Activity in Multimedia Arts
* Participated in IT Research Colloquium 2025
* Developed an Event Booking System in MS Access
* Utilized HTML and CSS, Java, C++, C#, C, Laravel, Xampp for Individual and Group Activities

June 2019 – April 2021

Alaminos City, Philippines

**Telbang National High School – Senior High School**

TVL – CSS Strand

* Created animations using PowerPoint
* Designed CD covers and event programs
* Utilized MS Word, Publisher, and PowerPoint for school activities
* With Honors (2019–2020 - 2020–2021)

June 2015 – April 2019

**Telbang National High School – Junior High School**

* With Honors (2015–2016, 2016–2017, 2018–2019)

June 2009 – March 2015

**Telbang Elementary School**

* With Honors (2009–2013)

**SKILLS**

**Soft Skills:**

Time Management, Teamwork, Resilience, Dependability, Adaptability, Flexibility, Communication, Attention to Detail, Customer Service Oriented, Multitasking, Integrity

**Technical Skills:**

Graphic Design, Photography, UX/UI Design, Web Design, Typography, Canva, MS Word, Ibispaint X, Multimedia Arts

**PROJECTS**

**SeaSharp Conquest**

January 2023 – December 2024

Project Contributor

* Document Writer
* Published in International Journal of Latest Technology in Engineering, Management & Applied Science
* DOI: <https://doi.org/10.51583/IJLTEMAS.2025.1401033>

**CERTIFICATIONS**

**IT Research Colloquium 2025 – DoIT TechTalk**

May 2025

Pangasinan State University – Alaminos City Campus

May 2025

**Certificate of Internship**

Alaminos City Police Station

March 2025

**Unleashing Creativity with Canva & Capcut**

Pangasinan State University – Alaminos City Campus

April 2023

**Responsive Web Design**

freeCodeCamp

February 2022 & December 2021

**Basics of Office 365**

Pangasinan State University – Alaminos City Campus

February 2022 & December 2021

**Google Workspace Webinar**

Pangasinan State University – Alaminos City Campus

**CHARACTER REFERENCES**

**PSSg Elsie F Carolino**

Senior Police Personnel

Alaminos City Police Station–Police Community Relations Office

**09569906184**

**PCpl Demi Jean C Corral**

Police Community Relations Personnel

Alaminos City Police Station–PCR Office

**09957810353**

**PAT Nico A Quimson**

Police Community Relations Personnel

Alaminos City Police Station–PCR Office

**09355488059**