



PRUDON, KATE CARMEL L.

 #90 Gulod St. Tugatog,
Meycauayan, Bulacan

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PROFILE

I was able to improve my skills by working for three months and attending seminars related to my skills and passion.

CAREER OBJECTIVE

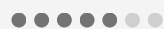
To work and utilize the skills and experiences that I have learned in order to provide for my family and those who are dear to me. To be able to be someone who is reliable and pursue a career that is optimal with my skill set.

SKILLS

Project Management



Problem Solving



Creativity



Leadership



WORK EXPERIENCE

DATA SCRAPING AND DATA ENTRY

March 2022 - May 2022

- In charge of transferring document data to computer files or database systems.

VIDEO PRODUCTION AND EDITOR

December 2022 - April 2023

- I am responsible for overseeing the video editing process for the products we advertise, ensuring that the final product is of high quality and meets our brand standards.

EDUCATION HISTORY

SENIOR HIGH SCHOOL

2022

Meycauayan College, Inc.

- Graduated major in Accountancy and Business Management
- Gained extensive training and successfully accomplished all courses for Accountancy and Business Management.

COLLEGE

2022

La Consolacion University Philippines

- Undergraduate Major in Bachelor of Science In Information Technology

SEMINARS AND CERTIFICATES:

Office2019: Microsoft Office Specialist: Excel Associate (Office 2019)

- May 2023
- I took the exam last May 26, 2023

IT EMERGING TRENDS AND ITS FUTURE CAREER OPPORTUNITIES

- Via Zoom Meeting
- November 2022

I hereby certify that the information stated above are true and correct to the best of my knowledge.

Kate Carmel L. Prudon