Ron Jordan C. Bautista

BS Information Technology

Contact

☎ 0907-224-6459

✉ bautistaronjordan@gmail.com

📍 1368 Gulod 2, San Jose Patag, Santa Maria, Bulacan

Skills

- Proficient in MS Office (Word, Excel, PowerPoint)
- Highly organized
- Problem-solving
- Time management
- Leadership
- Strong listening and communication skills

Achievements

- Honor Student JHS
- Honor Student SHS
- Best in Research (2020)

Career Objective

College student with friendly disposition and people skills, attention to detail, good multitasking talents, and solid work ethic. Seeking to obtain a Crew Member position at (name & place of the industry) to deliver-customer-friendly and efficient service.

Work Exposure

Student Teacher | Guyong Elementary School - Santa Maria, Bulacan

Year 2019:

- Teaching and monitoring elementary students, especially Grade 6 students.
- Inclusion and guidance of school scouts in their contest.
- Teaching proper conduct and math lessons.
- Maintained a clean environment by sweeping, mopping, and wiping down surfaces as needed.

Education

Polytechnic University of the Philippines Sta.Maria, Bulacan | 2023 - Present
- Bachelor of Science in Information Technology

Fortunato F. Halili National Agricultural School | 2018 - 2020
- Science technology Engineering and Mathematics

Catmon National High School | 2014 - 2018

San Jose Patag Elementary School | 2005 - 2014