Roy Velasco

135 Isabella Street

Toronto Ontario M4Y 1P4

**Cell:** (647) 894 8426

**Email:** royvelasco0804@gmail.com

**PERSONAL PROFILE**

Highly seasoned and reliable Computer Technician with a strong technical background and excellent client service record. Adept at explaining complex technical concepts and processes to clients and non-technical staff in a clear and understandable manner. Able to multitask effectively and bring several simultaneous installation and repair projects to completion with full accuracy and efficiency.

**SUMMARY OF QUALIFICATIONS**

* Extensive computer installation and maintenance experience
* Strong familiarity with workstation setup and computer hardware and software applications
* Excellent proficiency in software packages of major clients
* Exceptional skills in installing and maintaining hardware and network cables.
* Strong troubleshooting and analytical abilities

**EDUCATION**

**Computer Repair and Maintenance**

Centennial College, Toronto, Ontario, Canada. September 2022 – Present

This program was conducted using small class sizes and emphasized applied knowledge with a combination of lectures followed by computer software labs. Through teamwork, projects, and hands-on exercises I have acquired effective working skills in this course.

**Relevant Courses Completed:**

* Computer Repair ICT Shop
* Troubleshooting Computers
* Disassembly/reassembly Laptops, Desktop and Macbook

**Bachelor of Science in Information Technology**

Central Philippines State University, March 2012 – April 2016

Kabankalan City, Negros Occidental, Philippines

I am enjoying learning at CPSU, the experience is quite nice. The instructors and staff members are professional, and they are with you all the steps of your journey.

**Relevant Courses Completed:**

* Disassembly/reassembly Laptops and Desktop
* Network Cabling
* Troubleshooting Hardware of Computers

Roy Velasco

**Crew Member / Baker**

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**WORK HISTORY**

Negros Women for Tomorrow Foundation Inc. (Philippines)   
**Bacolod City, Negros Occidental                                                    Feb 2016 – August 2022**

**Office Staff**

On this Journey it helps me develop and enhance my skills on Computer Repair. Helps me to understand how to do proper troubleshooting like(Conquer and Devide)

**Key Achievements:**

* Helping to fix computers, printers and other computer related tools that we use in the office

**TECHNICAL SKILLS SUMMARY**

**Hardware**

● Disassembly/reassembly computer, Motherboard components, power supplies and connectors, memory cards, peripherals including multimedia device, printers and modem.

**Operating System**

● Windows 7, Windows 10, Windows XP

**Software**

● Microsoft Office, HTML, PHP, Visual Basic, SQL Server Management Studio, Photoshop, Sketchup etc.

**WORK HISTORY**

Tim Hortons   
**Toronto Canada                                                    October 2022 - Present**

**Baker/ Team member**

On this Journey it helps me develop and enhance my Costumers service skills and communication skills.

**Key Achievements:**

Communicating with customers and resolving disputes when needed and Provide new baked goods and pastries