

SHAWN HILL ROMANTICO JOVELLANO

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Education

NUEVA ECIJA UNIVERSITY OF SCIENCE AND TECHNOLOGY

Bachelor of Science and Information Technology

Major In Network Systems Technology

Cabanatuan City, N.E

Present

DINGALAN NATIONAL HIGH SCHOOL

Technical And Vocational Livelihood (TVL)

Specialises In Information and Communications Technology

Dingalan, Aurora

2020-2021

Dingalan Central School

Elementary

Dingalan, Aurora

2015-2016

Experience

CCLAND WORLD OF SWEETS

STAFF/MARKETING ASSISTANT

Sta. Rosa, N.E

Sept-Feb, 2022

- Adapted quickly to responsibilities by actively seeking guidance and learning processes
- Assisted customers effectively, providing support and resolving complaints in a timely manner
- Developed strong communication skills through regular customer interaction

DINGALAN LGU (ADMINISTRATOR OFFICE)

STAFF/INTERVIEWER

Dingalan, Aurora

- Conducted structured interviews to verify applicant information and determine eligibility
- Maintained confidentiality of sensitive information while delivering excellent service
- Reviewed and validated supporting documents and records, ensuring compliance with requirements

Skills

Networking: Design and layout of wiring, router/switch installation, troubleshooting.

Programming: Basic frontend (HTML and CSS) and backend coding.

Design: UI/UX prototyping with Figma.

Technical Support: Problem-solving and customer assistance.

Communication: Clear customer interaction, interviewing, and problem explanation

Certification

IT Specialist – Networking, Certiport

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Leadership and Seminars

CICT LOCAL STUDENT GOVERNMENT (VOLUNTEER)	2021-2023
CICT-LSG BUSINESS MANAGER	2024-2025
CICT-LSG HEAD OF STUDENT SERVICES	2025
THE NEXT GENERATION OF BUILDERS: EMPOWERING YOUTH TO CREATE BIAS-AWARE AI	2025
DATA SCIENCE AND ANALYTICS	2025
DATA PRIVACY AWARENESS	2025
LEARN AI AND CHATGPT FOR THE DIGITAL WORKFORCE	2025

CHARACTER REFERENCE

GLORIA ALCANTARA, PH.D

Professor

University of the Cordilleras

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