

TRISHA QUINN J. BALBUENA

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EDUCATION

Holy Angel School of Caloocan Inc. Elementary With High Honors	Camarin, Caloocan City 2017-2018
Caloocan City Business High School Junior High School With High Honors	Camarin, Caloocan City 2021-2022
National University Senior High School STEM-Grade 11 With High Honors	Fairview, Quezon City 2022-2023
National University Senior High School STEM-Grade 12 With High Honors	Fairview, Quezon City 2023-2024

LEADERSHIP & ACTIVITIES

JHS Class President (2017-2022)	Camarin, Caloocan City 2017-2022
<ul style="list-style-type: none">Led as JHS Class President from 2017-2022: Spearheaded class initiatives, fostered student engagement, and promoted unity among classmates.	
SHS Class Treasurer (2022-2023)	Fairview, Quezon City 2022-2023
<ul style="list-style-type: none">Managed finances as SHS Class Treasurer from 2022-2023: Created and maintained budgets, tracked expenses, and ensured fiscal responsibility.	
SHS Class Vice President (2023-2024)	Fairview, Quezon City 2023-2024
<ul style="list-style-type: none">Served as SHS Class Vice President from 2023-2024: Assisted in organizing school events, supported student leadership development, and advocated for student interests.	
STEM Strand Treasurer (2023-2024)	Fairview, Quezon City 2023-2024
<ul style="list-style-type: none">Handled finances as STEM Strand Treasurer in 2023-2024: Oversaw budget allocation for STEM projects, conducted financial audits, and maintained accurate financial documentation.	

SKILLS & INTEREST

Technical Skills: MS Word, MS Powerpoint, Google Docs, Google Forms, Canva, Procreate, ibispaint, capcut, and VSCO.

Personal Skills: Creative, Communication, Teamwork, Fast Learner, Time management, Eager to learn, Research and Development.

Language: Proficient in English communication and writing, Bilingual Proficiency in Tagalog Communication.

Interests: Anatomy, Graphic Design, Leadership, copywriting, Writing and Proofreading, Organizing and Planning, Guiding and Mentoring.

RESEARCH EXPERIENCE

National University - Fairview
Research Co-Leader

Fairview, Quezon City
August 2023 - December 2023

Project: Teamwork Dynamics in Engineering: Exploring the Influence of Organizational Culture on Civil Engineer's Ethical Collaborative Skills at St. Luke's Medical Center Quezon City

- Managing and supervising a team of researchers while providing guidance and support to ensure the completion of scientific initiatives.
- Overseeing the implementation of data collection techniques and research protocols to achieve the objectives of the study.
- Communicating research progress to ensure that study results are successfully distributed and understood.

National University - Fairview
Research Co-Leader

Fairview, Quezon City
December 2023 – March 2024

Project: Exploring the Influential Factors Shaping Chosen College Program Among SHS Engineering Students at NU Fairview

- Helping the team's main leader manage day-to-day activities, including allocating assignments, establishing deadlines, and ensuring their completion.
- Planning the project's activities in tandem with the principal leader, ensuring that tasks are allocated wisely and progress is tracked.
- Working together with the team's members and main leader to identify and address issues or obstacles that arise throughout initiatives.

WORKING EXPERIENCE

Organization Experience

Social Media Management

Coordinator & Social Media Designer | 2024

- Coordinated and managed the Facebook page of a certain organization at National University, posting regular updates, announcements, and promotions
- Designed engaging graphics to enhance post visibility and attract student bodies
- Utilized social media to promote the organization's products and initiatives

NUFV Stem Strand Society

Coordinator & Copywriter | 2024

- Served as a coordinator and copywriter for the society, creating creative captions and content to promote events, announcements, and publications
- Developed and implemented content strategies to engage with members and increase society visibility

Brand Logo

Logo Designer | 2023 - PRESENT

- Served as a coordinator and copywriter for the society, creating creative captions and content to promote events, announcements, and publications
- Developed and implemented content strategies to engage with members and increase society visibility