Given Name M.I. Surname

09xx-xxx-xxxx | xxx-xxxx | xxxxx@xxxxx.com

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| CAREER OBJECTIVE | To gain an enriching internship experience in a multinational environment where I can contribute in the areas of programing, systems analysis, project management, and other related openings. |
| EDUCATION | Ateneo de Manila University  BS Management Information Systems (2009-Present)  Dean’s Lister, 1st Semester, SY 2009-2010 |
| WORK-RELATED EXPERIENCE | Ateneo Special Education Society (June 2012-Present)   * Serving as the Systems Analyst of the group, helped conceptualize and develop a Membership Tracking System in fulfillment of the academic requirements in MIS121 and MIS122 * Worked with a team in developing a Membership Registration System which was used by the organization during its Recruitment Week   Ateneo Management Information Systems Association (MISA) (2011-Present)   * As a member of the eServices Cluster, served as the Project Manager in leading a team to create  the official website of Councilor Don de Leon (2011) and Ateneo Intramurals Athletic Council (2012)  using HTML and CSS web development languages. * Contributed feature articles in every issue of Cookie, the official newsletter of MISA, as part the  Creatives Cluster   Loyola Schools Office of Placement (2011-Present)   * As a Placement Representative, helped in the programs and in documenting several Ateneo Placement  Exposure (APEx) Series (on Advertising, Information Technology, Digital Media Broadcasting) 2011 • Wrote an article featured in the New Directions: Job Fair ’11 Magazine |
| CO-CURRICULAR  ACTIVITIES | Ateneo Special Education Society (SPEED)  Vice President for Advocacy (2012)   * Oversees the planning and execution of various projects that promote the advocacy of the organization to a wide set of audience * Served as Project Head of Trick or Treat (September 2011), a collaboration with the different Ateneo offices and departments, and SpFiesta (August 2010), a Family Day gathering for the kids together with the members * Make weekly visits to the organization’s partner institutions and interact with the kids through different activities   Ateneo Mathematics Society (AMS)  AMS Family Co-Project Head (2011)   * Organized a series of events which aimed to foster relationships and strengthen the camaraderie between the members |
| SKILLS &  INTERESTS | While fluent in English, Filipino, and Cebuano, I can also understand basic Chinese and Korean. I am proficient in Java, C#, MySQL, Python, HTML, and CSS. Along with listening to music, I also love reading books and writing nonfiction in my free time. Sparked by my innate curiosity, I have developed an interest in different cultures which helped me become more open minded and patient. I am a fast learner who is not only able to work well under pressure but is also able to easily get along well with others. |