

## **Adrian Matuguina**

1023 Hermosa Street, Tondo, Manila

(+63) 9151328466

[adrianmatuguina@ymail.com](mailto:adrianmatuguina@ymail.com)



## **OBJECTIVE**

To fulfill the given requirement and to help the company as much as possible.

## **Work Experience**

### **Government Internship Program**

**2014-2015**

**Manila City Hall**

- Conduct Barangay Surveys
- Encode Documents

### **Computer Shop Attendant**

**January 21, 2018 - February 5, 2018**

**Pimus Internet Cafe**

- Edit/Print Documents in MS Word, Excel, PowerPoint
- Burn CD/DVD
- Typing Job
- Capture and Edit Photo's in 1x1,2x2,Passport Size
- Xerox Files
- Laminate

### **YouCheese Streamer**

**February 28, 2019 - May 8, 2019**

**The Forum Bldg. 604 Scout Borromeo, Diliman Quezon City. 1103**

- Advertise YouCheese Tournament Platform application and Facebook Page.

**Education**

2003-2009	Elementary	: <b>F.G Calderon Integrated School</b> Limay Street, Tondo, Manila. (1 <sup>st</sup> Honorable Mention)
2009-2013	HighSchool	: <b>F.G Calderon Integrated School</b> Molave Street, Tondo, Manila
2013-2014	Collegiate	: <b>System Technology Institute</b> <b>Bachelor of Science in</b> <b>Information Technology</b> 10 <sup>th</sup> Avenue Caloocan City
2016	Vocational	: <b>Meralco Foundation Institute</b> <b>Electronics Product and</b> <b>Assembly Services</b> Ortigas, Pasig

**Personal Information**

<b>Date of Birth:</b>	February 25, 1997
<b>Place of Birth:</b>	Manila
<b>Height:</b>	5'5 ft.
<b>Weight:</b>	55kg.
<b>Citizenship:</b>	Filipino
<b>Civil Status:</b>	Single
<b>Gender:</b>	Male
<b>Religion:</b>	Roman Catholic

**Skills**

Computer literate with experience using MS Word,Excel and PowerPoint.  
Can Type 60 Words per minute with 90-95% Accuracy  
Can Edit Photo/Video

**Character Reference/s**

<b>Mr.Mario Morales</b> Professor, Programming STI College (+63) 916-5635736	<b>Ms. Laarni Jane Aquino</b> Electronics Teacher Meralco Foundation Institute (+63) 923-4279895
<b>Ms. Bernadette S. Bustamante</b> Life Skills Coach Into Employment Program (+63) 998-8505688	