

ALEXANDRIA GONZALES

gonzales.alexe12@gmail.com

0926 - 274 - 8126

Cabiao, Nueva Ecija

EDUCATION

Nueva Ecija University of Science and Technology

2019 - 2023

- Bachelor of Science in Information Technology

EXPERIENCE

Work Immersion | Municipality of San. Isidro (Accounting Office)

November 2018 - January 2019

- Data Entry

On - The - Job Training | Municipality of Cabiao (Accounting Office)

January 30 - May 12, 2023

- Replenishment of Petty Cash Fund
- Recording of collections and deposits
- Posting of transaction to General Ledger, Subsidiary and Ledger Cards
- Bank Reconciliation

Client Technology | Teleperformance

November - December 2023

- Reviewing of User - Generated Content
- Policy Enforcement
- Content Categorization and Tagging
- Sensitive Content Handling

SKILLS

- Adaptability
- Active Listening
- Communication Skills
- Time Management
- Attention to Details
- Computer Literate
- Work Ethic

PROGRAMMING, DEVELOPMENT, AND DATABASE MANAGEMENT

- HTML, CSS, Javascript, PHP, C++, Bootstrap, MySQL, PHPMyAdmin

PROJECTS

Capstone Project | Tutor Finder System

- HTML, CSS, Javascript, PHP, JQuery, Ajax, Bootstrap, MySQL

Case Study | Online Grocery System

- HTML, CSS, Java, SQL, XML