

Nathan Andrey Ramirez

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WORK EXPERIENCE

Okta Precious Group of Companies

Davao City

Law firm Assistant

Jul 2022 - Oct 2022

- Handle client inquiries and direct them to the appropriate personnel.
- Organize and maintain electronic and physical files

Okta Precious Group of Companies

Davao City

Inventory Manager

Jul 2022 - Oct 2022

- Maintain accurate inventory records.
- Conduct periodical physical inventory counts.

Okta Precious Group of Companies

Davao City

Data Entry Clerk

Jul 2022 - Nov 2022

- Input data from various sources into computer databases, spreadsheets, or other specified formats.
- Verify data by comparing it to source documents.

PROJECT EXPERIENCE

Ateneo de Davao University

Davao City

Web Application

Aug 2023 - Mar 2024

- Dynamic and interactive user interface
- Integrated computation functionalities (calculator and shopping list programs)

Frontend Development

Davao City

Aug 2024 - Present

- Developed frontend design using HTML/CSS

Backend Development

Davao City

Aug 2023 - Present

- Developed backend functionalities using JavaScript
- Collaborated with peers to develop functions related to JavaScript

EDUCATION

Ateneo de Davao University

Davao City

Bachelor of Science in Computer Science

August 2023 - Present

LEADERSHIP EXPERIENCE

Ateneo Circle of Computer Enthusiasts for Study and Success

Davao City

(ACCESS)

Jun 2024 - Present

- CS Cluster Academic Affairs Assistant Head

University Provincial Officers

Davao City

(Grade 9)

Aug 2019 - Mar 2020

- Grade-level Provincial Governor (Year level student head)