



# JANINE MAIKA D. ALDERETE

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 janineAlderete22@gmail.com

## CAREER OBJECTIVES

Aspiring Computer Engineer with a passion for innovation and problem-solving. Skilled in analytical thinking, presentation design, and effective communication, with experience in collaborative projects and leadership roles. Enthusiastic about leveraging my technical skills and creativity in a fast-paced, growth-driven environment.

## SKILLS

### Technical Skills:

Digital Layout Design (Canva, Figma)  
Python Programming & RStudio  
Microsoft Word, PowerPoint, and Excel

### Communication Skills:

Public Speaking & Communication  
Event Hosting and Supervision

### Writing Skills:

Journalistic Writing  
Song and Poem Writing

## JOB EXPERIENCE

### *Technical Support Representative. UAS Inc. Clark Freeport, Mabalacat, Pampanga (2021)*

- Handling inbound calls and email concerns with the applicable process per technical issue raised
- Designated as a point of contact for both hybrid concerns
- Ensure all processed tickets meet quality standards
- Conducted troubleshooting and software optimization
- Collaborated with VIP account management to enhance skills development

## EDUCATION BACKGROUND

### Teritiary Education

<b>Polytechnic University of the Philippines - Parañaque City Campus</b>	<b>(2023 - Present)</b>
Bachelor of Science in Computer Engineering	
Col. E. De Leon St. Wawa, Brgy. Sto. Niño Parañaque City	

### Secondary Education

<b>Our Lady of Fatima University - Pampanga Campus</b>	<b>(2019 - 2021)</b>
Humanities and Social Sciences (HUMSS)	
Lot 4176-A, MacArthur Hwy, San Fernando, 2000 Pampanga	
<b>Sindalan National High School</b>	<b>(2015 - 2018)</b>
Brgy. Saguin, City of San Fernando, Pampanga	

## PERSONAL INFORMATION

Age:	22 years old
Height:	152 cm
Weight:	45 kg
Sex:	Female
Address:	San Antonio, Paranaque City
Birth Date:	November 22, 2002
Birthplace:	Cainta, Rizal
Religion:	Roman Catholic
Citizenship:	Filipino