



JAYPEE P. BACIAO

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OBJECTIVE

To gain hands-on experience in IT infrastructure, systems administration, and technical support within a professional IT services environment, while enhancing my technical competencies, troubleshooting skills, and industry readiness through guided mentorship and real-world projects.

EDUCATION

Camarines Norte State College	2022 - Present
Bachelor of Science in Information Technology Daet, Camarines Norte	
Sisters of Mary School - Adlas, Inc.	2016 - 2021
With Honors TVL - Electrical Installation and Maintenance Silang, Cavite	

SKILLS

- Basic computer hardware troubleshooting and preventive maintenance
- Software installation and system setup
- Fundamental networking concepts (LAN, IP addressing)
- Microsoft Office and Google Workspace productivity tools
- Strong willingness to learn and continuously improve technical skills
- Good communication and teamwork abilities
- Responsible, organized, and detail-oriented
- Adaptable in new technical and professional environments

ACADEMIC PROJECTS & EXPERIENCE

Property, Plant, and Equipment (PP&E) Management System with NFC Integration (Capstone Project)

- Design and developed a system for tracking and managing using NFC technology to automate asset management.
- Collaborated on system architecture, software testing and technical documentation.
- Enhanced asset accountability and streamlined reporting process for better data accuracy.

Inventory and IoT-Based School Systems

- Participated in the development of inventory-related systems as part of academic requirements.
- Assisted in implementing basic IoT concepts for asset monitoring and data collection.

SEMINARS & TRAININGS

Automation for Business with Low-Code Tools
Vinzons Ave., Daet, Camarines Norte
July 24, 2025

12th Bicol Youth Congress in Information Technology
F. Pimentel Avenue, Barangay 2, Daet, Camarines Norte
April 21-22, 2024

Character References available upon request