



# CASTOR, RUSTY

IT Graduate

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## EDUCATION

Bachelor of Science in  
Information Technology,  
Bulacan Agricultural State  
College, 2021- 2025  
Graduated: July 11 2025

## TECHNICAL SKILLS

- System Management
- Project Management
- System Administration
- Microsoft Office
- Spreadsheets
- Computer Hardware  
Assembly

## CERTIFICATIONS

SMART Technopreneurship 101,  
TESDA, 2024

Introduction to CSS,  
TESDA, 2025

## REFERENCES

Dr. Myrtel S. Bernardo,  
Associate Dean, Institute of  
Computer Studies  
+639326064017  
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Prof. Michelle M. Cortez,  
Dean, Institute of Computer Studies  
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Mr. Florentino S. Casuco Jr.,  
Instructor, Institute of Computer  
Studies  
+639393461896  
fscjr1021@gmail.com

## PROFILE

Motivated and detail-oriented IT graduate with a strong foundation in system administration, graphic design, and project management. Proven ability to learn quickly and adapt to new technologies and environments. Skilled in managing projects, troubleshooting technical systems, and delivering creative visual content. Seeking to leverage academic experience and technical skills through an internship to contribute to organizational success while gaining hands-on professional experience. Passionate about continuous learning and problem-solving in dynamic, collaborative environments.

## WORK EXPERIENCE

### IT Generalist Intern

National Irrigation Administration – Region III | February - May 2025

- Configured hardware and software for different workstations and devices in the office.
- Performed routine system maintenance, troubleshooting common network issues, and ensuring optimal system performance.
- Collaborated with a team to make a web system featuring personal record keeping and internal process.
- Mostly used HTML, PHP, and CSS for website development.

### Graphic Designer

Freelance | 2024 – Present

- Created visually compelling posters, flyers, and other promotional materials for political campaigns, helping increase visibility and engagement.
- Collaborated with clients to develop creative concepts aligned with campaign messages and branding strategies.
- Delivered high-quality designs under tight deadlines, ensuring client satisfaction and project success.
- Proficient in Adobe Photoshop and Canva for layout and editing tasks.

## SEMINARS

- October 12-14 2021 – Y4IT 2021: 19<sup>th</sup> Youth Congress of Information Technology
- October 10 2023 – Capstone Kickoff: Launching Innovate Ideas
- May 29 2024 - Capstone Write Shop “Elevating Research Documentation Through Expert and Skillful Techniques”
- January 21 2025 – BSIT On-The-Job Training Orientation

RUSTY CASTOR

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Name and Signature