

Raissa Caitlin Mangulabnan

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OBJECTIVE

To work in a firm with a professional work driven environment where I can apply my knowledge, skills which would enable me to grow while accomplishing organizational goals.

EXPERIENCE

Laguardia Community College, October 2016 – May 2018
College Assistant

- Installing new printers, routers and computers across four labs Conduct and oversee periodic financial audits
- Testing, troubleshooting and solving any printer, server and router issues
- In charge of supporting and resolving any issues for 120 end-users
- Managing and maintaining Windows Server 2012 R2 such as adding and deleting users and groups in active directory and creating group policy

Clubitaliausa.com, January 2016 – September 2016
Web Designer

- Managed and maintained the website
 - Hosted multiple domains
 - Performed monthly reconciliations and account analysis
 - Created custom templates and designs using Wix.com
 - Worked with the client to design his/her liking
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SKILLS & ABILITIES

Operating Systems:	Windows XP, Windows Vista, Windows 7, Windows 8, Windows 10 & MAC OS X
Languages:	C++, C#, Java, Unix, MySQL, HTML5/CSS, VBA(Excel), JavaScript, ReactJs, JQuery
Applications:	Microsoft Office 2016, Microsoft SharePoint, Adobe Photoshop, Adobe Illustrator, Bootstrap Studio
Hardware:	Installation of hardware upgrades, printers and routers

EDUCATION

Queens College, Flushing, NY Pursuing Bachelors in Applied Science degree (BS) Expected Graduation: Spring 2020 Major: Computer Science Minor: Accounting	2016 – Present
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Laguardia Community College, Long Island City, NY Graduated with Associates in Applied Sciences Degree (AAS) Major: Programming and Systems (3.4)	2012 – 2015
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