

Clarence Kyle M. Flores

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Education

<b>Quezon City University</b> Bachelor of Science in Information Technology (BSIT)	Quezon City 2022 - present
<b>Our Lady of Fatima University</b> Science, Technology, Engineering, and Mathematics (STEM)	Quezon City 2020-2022

Experience

<b>Department of Education - National Capital Region IT Intern</b>	Quezon City September 2025 - November 2025
<ul style="list-style-type: none"><li>Assisted in basic IT support and office systems maintenance.</li><li>Organized, digitized, and managed official records and documents.</li><li>Supported staff with technical and administrative tasks.</li><li>Maintained accurate filing and record-keeping systems.</li></ul>	

Seminars and Activities

Masterclass on Alibaba Cloud System	2025
Foundation Course on Intellectual Property	2025
She++ Empowerment Program in Tech (PhilDev)	2025

Skills and Interests

**Programming:** Python (basic), C# (basic), JavaScript  
**Web Development:** HTML, CSS  
**UI/UX Design:** Figma, Adobe XD  
**Tools:** Visual Studio Code  
**Research:** Research Writing, Proofreading  
**Management:** Project Management