



# CHELSEA CLAIRE G. DAQUIS

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Nat'l Road, Sitio Silangan 2, Barangay Ilijan, Batangas City

## OBJECTIVE

Obtain an IT assistant position for internship where I can utilize my technical aptitude and effective communication skills through the company's provision of hands-on experience to be able to serve as my training ground while contributing to the organization's overall efficiency

## EDUCATION

- College
  - Batangas State University - The National Engineering University
  - Golden Country Homes, Brgy. Alangilan, Batangas City
  - Fourth Year BS Information Technology - Major in Service Management
  - A.Y. 2020- present

## AWARDS ACHIEVED

- Dean's Lister
  - First Year (A.Y. 2020-2021, First and Second Semester)
  - Second Year (A.Y. 2021- 2022, First and Second Semester)
  - Third Year (A.Y. 2022-2023, First and Second Semester)

## CO-CURRICULAR ACTIVITIES

- Technofusion Pitching Competition
  - Year-level-based - 1st Place (April 27, 2023)
  - Campus- based - 2nd Place (May 8, 2023)

## SKILLS

- Utilizes effective communication and interpersonal skills essential for working closely with people to provide solutions to technical issues
- Have both computer and problem-solving skills for learning more necessary IT skills
- Responsible for keeping in track of reports and documents as documenter in team-based projects
  - proficient with Microsoft Office Software - both offline and online
  - deals with a variety of software such as Adobe for task completion
  - flexible in learning new hardware and software environments, programs, and other systems

## SKILLS (CONT'D)

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- Have a keen eye on documentation, its format and content
- Diligent on following deadlines with quality output
- Proficient and passionate with graphics and user interface design through Canva
  - with an intermediate knowledge on Adobe Photoshop
- Makes use of Tagalog as native language and English with full professional proficiency
  - self-studying Korean language with limited working proficiency

## INTERESTS

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- Interested in digital/ graphic, UX/UI designing
  - by keeping up to the timely design trends
- Spending my free time analyzing latest digital trends and news
  - employing it with my current academic knowledge

## REFERENCES

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Available upon request.

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Applicant