

## **Mark Anthony E. Ponce**

610-1 M.H Del Pilar Ponce St. Santulan Malabon City  
+639123345992  
Mark.ponce0@yahoo.com



### **OBJECTIVE**

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Seeking for an entry-level position that will utilize my knowledge and skills in computer application, combine with a desire to bring enthusiasm, dedication responsibilities & good work ethics to your organization.

### **EDUCATIONAL BACKGROUND**

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#### **TERTIARY**

**2015–2017**

#### **STI COLLEGE CALOOCAN**

Associated in Computer Technology

#### **SECONDARY**

**2008- 2012**

#### **PROBEX SCHOOL INC.**

High School Diploma

### **SKILLS AND ABILITIES**

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- Knowledge in Computer Software such as M.S. Word, M.S. Power Point, M.S. Excel, Internet and M.S. Visual Basic
- Hard working, Flexible and Fast learner
- Self-Confidence

### **CHARACTER REFERENCES:**

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#### **Mhelbert G. Ponce**

Maynilad  
Engineer  
09776005176

#### **Jerome Jasper P. Manalastas**

Santulan Malabon City  
Brgy. Chairman  
09204011243