

## Cristian A. To-ong

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<https://cristiantoong.github.io/portoflio-v2/>

### Objective

To obtain a position with a respected, well-oriented company, where I can use all my experience and knowledge in the field.

### Career Summary

- Obtained analytical skill in classifying and categorizing mortgage documents, as well as reviewing various loan information on the documents and system.
- Work experience in data processing environment.
- Can adapt in various technologies and do multitasking.

### Work Experience

**JPMorgan Chase Bank, N.A., Bonifacio Global City, Taguig**

**March 2014 - present**

#### **MB PHL Specialist I**

- Analyzing, classification and extraction of Mortgage documents.
- Reviewing mortgage documents and ensures that all documents are on the right heritage and report or tag exceptions for documents with discrepancy.
- Performs audit if needed.
- Reviews kickback errors.

**Sykes Marketing Services Inc, Quezon city**

**December 2011 - January 2014**

#### **Customer Service Agent (Data Entry)**

- Processing Checks and Invoices.
- Performed data verification.
- Performed daily control functions.

### Technical Skills

- Programming Technologies: HTML, CSS, SCSS, Python, Django, Javascript, SQL.
- Applications: MS Office, Visual Studio Code, Sublime Text, Atom, Webflow, Github, PostgreSQL.
- Designing: Adobe Photoshop, Adobe XD, Figma.

## Education

- **Bachelor of Science in Computer Science**
- AMA Computer College East Rizal Campus, Marcos H-Way, Antipolo City, Rizal 2010

## Training and Certifications

Python Programming – UP Diliman, Quezon City	<b>2015</b>
Web development using Django framework	
MCTS ( <i>Microsoft Certified Technology Specialist</i> )	<b>2012</b>
Windows 7 configuration	
OJT- CHECKPOINT SYSTEMS INC. Software Development Division with Certificate of Completion	<b>2009</b>
Encoding and creating of language packs for their Multilanguage project using XML, Microsoft Word, Excel and Paint.net.	

## References

### **RITZCHELE MENDOZA**

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JPMorgan Chase Bank, N.A  
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### **ANNA BALATUCAN**

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