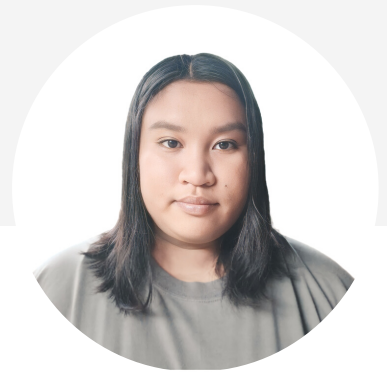


CZARINA MAE R. DOCTOR

B S I N F O R M A T I O N T E C H N O L O G Y



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Camiling, Tarlac

PROFILE

I am currently a 2nd-year student pursuing a Bachelor of Science in Information Technology (IT). My journey in the field of IT has been an exciting and enriching one so far, filled with numerous opportunities for growth and learning. As a 2nd-year IT student, I've had the chance to explore various aspects of technology, from programming and software development to network administration and cybersecurity. It has been a journey of discovery, where I've not only gained theoretical knowledge but also practical skills that are essential in today's tech-driven world.

SKILLS

- Critical Thinking
- Cultural Sensitivity
- Adaptability
- Time Management
- Positive Attitude
- Problem-Solving

EXPERIENCE

ENCODER

Concentrix Philippines

June 2020- September 2020

- Worked as an Encoder at Concentrix Philippines, specializing in data entry and information management tasks.
- Demonstrated exceptional attention to detail while transcribing and encoding sensitive customer information, ensuring compliance with data security and privacy regulations.
- Maintained a high level of productivity, consistently meeting and exceeding daily data entry targets.

EDUCATION

STA. MARIA ELEMENTARY SCHOOL

2015-2016

SANTA IGNACIA ACADEMY

Junior Highschool

2019-2020

SANTA IGNACIA ACADEMY

Senior Highschool - General
Academic Strand (GAS)

2021-2022

TARLAC AGRICULTURAL UNIVERSITY

Bachelor of Science in Information
Technology

2022- Present