

GERROL ARELLANO DACULA

Home Address: 467 D ML Q. St., Lower Bicutan, Taguig City
E-Mail Address: daculagerrol@gmail.com
Contact No. : 09084172626

Objective: Seeking a good opportunity in a good company that enables me to use my skills, increase my practical experience, fulfill my personal ambitions and expand my knowledge.

Work Experience:

Company: Development Academy of the Philippines:
November 2016 – April 2017

Position: MIS STAFF / IT STAFF (OJT)

- Assisting in maintaining Internet service and firewall.
- Performing routine PC maintenance and update for performance efficiency.
- Assisting in installation of software and hardware peripherals and its upgrades.
- Providing technical assistance to office staffs as needed.
- Supporting other employees when it comes to hardware/software problems.
- Taking responsibility for installing new pc, software and other hardware peripherals.
- Immediately responds to calls or emails from other employees for assistance.
- Installing new printers and create a Network Printing sharing.

Company: MG EXEO NETWORK, INC.: April 2018 – May 2018

Position: Data Analyst Encoder

- Inputting all incoming and outgoing hardware tools in system.
- Updating system every day for new reports.

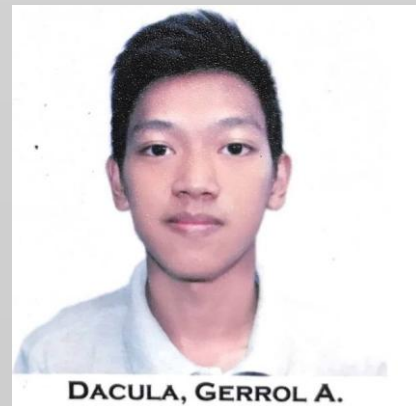
Character Reference:

Irma Bonifacio Ulanday
Professor at St. Chamuel Institute of Technology
09493595824

Bill Marvic G. Lopez
IT Staff
09055136832

"I hereby certify that the above information is true and correct to the best of my knowledge and belief."

Gerrol A. Dacula
Applicant Signature



DACULA, GERROL A.

Personal Information

Age : 20
Birthdate : July 18, 1999
Height : 5'6
Civil Status : Single
Nationality : Filipino
Religion : Catholic

Educational Background

Tertiary: St. Chamuel Institute of Technology.
Computer Science (S.Y. 2014 - 2017)

Secondary: Bagumbayan National High School.
(S.Y. 2010 – 2014)

Primary: C.P. Sta. Teresa Elementary School Bagumbayan, Taguig City.
(S.Y. 2004 – 2010)

Professional Skills

- Proficient in **MS Application** (MS Word, MS Excel, MS PowerPoint).
- Basic Knowledge in **Programming Languages** (HTML, Visual Basic, PHP).
- Knowledgeable in **Troubleshooting and Setup** (PC Reformat or PC Setup, Computer Troubleshooting).