

Reina Mariah Victoria B. Herrero

Bagay Road • Tuguegarao City, Cagayan 3500 • rtwoherrero@gmail.com • 09978949474/09524436710

Education

St. Paul University Philippines

Bachelor of Science in Information Technology

SITE Attendance Monitoring System using Radio Frequency Identification (Capstone Project)

Tuguegarao City, Cagayan

2019 - 2023

University of Cagayan Valley

Science, Technology, Engineering, and Mathematic (STEM) Strand

With Honors

Tuguegarao City, Cagayan

2017 – 2019

St. Joseph's College of Baggao Inc.

With Honors

Baggao, Cagayan

2005 - 2017

Experience

System Developer

July 1, 2025 - Present

Freelance

- Developed and completed the Loan Management System of Kaagapay ng Pag-angat Lending Inc. using HTML, CSS, JavaScript, and PHP with AI integration, with ongoing responsibilities limited to system maintenance and support.
- Developed and completed the Patients Record Management System of Mother Mary Medical Clinic in Piat, Cagayan using Python with AI integration, with ongoing responsibilities limited to system maintenance and support.
- Developed and completed the PTODA Records Management System in Piat, Cagayan using Python with AI integration, with ongoing responsibilities limited to system maintenance and support.
- Developed and completed the Online Appointment System of Baculi Dental Clinic in Piat, Cagayan using HTML, CSS, JavaScript, and PHP with AI integration, with ongoing responsibilities limited to system maintenance and support.
- Developed and completed the Online Reservation System of Pilgrim's Inn in Piat, Cagayan using HTML, CSS, JavaScript, and PHP with AI integration, with ongoing responsibilities limited to system maintenance and support.

University Infrastructure Office

Tuguegarao City, Cagayan

Cagayan State University

January 22, 2024 – June 30, 2025

IT Staff

- Assisted in drafting and updating the Citizens Charter, focusing on design and formatting.
- Assisted in preparing reports and presentations as requested by management.
- Assisted in scheduling appointments, meetings, and prepared minutes of meetings.
- Coordinated communication between departments and staff to ensure efficient workflow.
- Developed templates for reports.
- Maintained accurate and organized physical and digital records.
- Managed daily clerical and administrative tasks such as filing, record keeping, and document preparation to support office operations.
- Managed office supplies inventory.
- Prepared presentations for Executive Committee (Execom) and Management Committee (Mancom) meetings.
- Troubleshoot and resolved simple technical issues.

Regional Soil Laboratory

Tuguegarao City, Cagayan

Department of Agriculture – Cagayan Valley Integrated Agricultural Laboratory

March 2023 – June 2023

On-the-Job Trainee

- Assisted in database encoding and management of soil test results, ensuring accuracy and completeness of laboratory records.
- Assisted in the preparation of technical reports and presentations by creating organized spreadsheets, charts, and formatted documents.

- Provided technical support for office staff, including troubleshooting computer hardware, software, and network connectivity issues.
- Supported staff in using office productivity tools (MS Office, database systems) for preparing reports and correspondence.

Department of Agriculture – Cagayan Valley Integrated Agricultural Laboratory

Work Immersion Student

Tuguegarao City, Cagayan
April 2019

- Assisted in compiling and distributing laboratory reports to clients and partner offices.
- Assisted in day-to-day office operations, including filing, encoding, photocopying, scanning, and organizing laboratory documents.
- Helped with preparing forms and labels for proper documentation.
- Helped with the preparation of reports and presentations.

Certifications

Online, Cisco Networking Academy

Certificate of Achievement: Python Essentials 2

San Jose, California
January 4, 2026

Online, Cisco Networking Academy

Certificate of Achievement: Python Essentials 1

San Jose, California
December 31, 2025

Online, CodeSignal

Certificate of Achievement: Introduction to SQL with an Online Shop

San Francisco, California
November 19, 2025

Online, University of the Philippines Open University

Certificate of Accomplishment: Scriptwriting for Educational Video Materials

Los Baños, Laguna
May 9, 2025

Online, University of the Philippines Open University

Certificate of Accomplishment: Introduction to Technology for Teaching and Learning

Los Baños, Laguna
May 3, 2025

Online, University of the Philippines Open University

Certificate of Accomplishment: Principles of Graphic Design

Los Baños, Laguna
March 1, 2025

Microsoft

Office 2019: Microsoft Office Specialist Word Associate Certification

Tuguegarao City, Cagayan
November 14, 2022

Seminars, Workshops, Trainings & Conferences

Online Training, University of the Philippines Open University

Scriptwriting for Educational Video Materials

Los Baños, Laguna
April 14, 2025 – May 9, 2025

Online Training, University of the Philippines Open University

Introduction to Technology for Teaching and Learning

Los Baños, Laguna
April 7, 2025 – May 2, 2025

Online Training, University of the Philippines Open University

Principles of Graphic Design

Los Baños, Laguna
February 3 – 28, 2025

Cagayan State University

UI Greenmetric World University Rankings Workshops

Tuguegarao City, Cagayan
October 29, 2024

Cagayan State University

Risk Based Thinking and Risk Opportunity Management

Tuguegarao City, Cagayan
May 20, 2024

Cagayan State University
Re-Orientation and Workshop for ISO

Tuguegarao City, Cagayan
May 20, 2024

Online, Occupational Safety and Health Center
2024 World Day for Safety and Health at Work: Ensuring Work Now in a Changing Climate

Tuguegarao City, Cagayan
April 26, 2024

Cagayan State University
Orientation and Workshop on the Revised Non-Conformity Report Form and Improvement Action Report Form

Tuguegarao City, Cagayan
January 30, 2024

St. Paul University Philippines
Cyber Summit 2023
Theme: Driving Sustainable Development through Innovation of Technology for a Better Future.

Tuguegarao City, Cagayan
May 24, 2023

St. Paul University Philippines
Flutter and Google Assistant Study 2023

Tuguegarao City, Cagayan
February 22, 2023

Skills & Interest

Technical: Canva, Adobe Photoshop (Basic Knowledge), Wix, HTML, CSS, and JavaScript (Basic Knowledge), SQL, Python (Basic Knowledge), and PHP: focus on problem-solving and functional design, with AI tools aiding code generation

Language: English, Filipino

Interests: Vibe Coding, Web and System Development, Database Management