



# ROD OLINOR DU-OT

Applicant

## PROFILE

As a recent graduate in information technology, I have a strong work ethic and a strong desire to gain experience while I'm still in the beginning stages of my career. I firmly believe that seizing opportunities to work and learn is key to personal and professional growth. I am eager to apply my knowledge and dedication to contribute effectively to any organization I join. With a passion for information technology, I am motivated to continually expand my skills.

## EDUCATION

<b>A.O. FLOIRENDO ELEMENTARY SCHOOL</b> Primary	2012-2013
<b>SAN VICENTE NATIONAL HIGH SCHOOL</b> Secondary	2019-2020
<b>DAVAO DEL NORTE STATE COLLEGE</b> Tertiary	2020-PRESENT

## WORK EXPERIENCE

<b>ADMIN-AIDE</b> SP-PANABO	JUN-JUL 2023
<b>ADMIN-AIDE</b> LGU-PANABO	JUL - AUG 2022
<b>ADMIN-AIDE</b> LGU-PANABO	JUN - JUL 2021

As an Administrative Aide participating in the "Special Program for Employment of Students," I gained valuable work experience and contributed to the daily operations of our LGU for a one-month period every year. I've come to appreciate its purpose, which is to offer students like myself a hands-on experience in administrative tasks and office operations. This program not only equips us with practical skills but also fosters a nurturing and supportive learning atmosphere and I learned a lot from this program.

## SKILL

Your Full Skill Name Here

- Organizational Skill
- Time Management
- Customer Service
- Programming
- Communication

## INTERESTS

Your Full Interests Name Here

- Programming
- Cybersecurity
- Learning new Knowledge
- Data Entry
- Chat Support