

ELLAMAE CANTILADO PACUNDO

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Education

Caraga Institute of Technology

Teacher Certificate Program

Kitcharao ADN

2025-2026

Northeastern Mindanao Colleges

Bachelor of Science in Information Technology

Surigao City

Associate of Computer Technology

2021-2025

2021-2023

Kitcharao National High School

Senior High - STEM Strand

Kitcharao AND

Junior High

2019-2021

2015-2019

Experience

- Front-End Developer Trainee - Undertook practical training in website design and development, covering UI/UX fundamentals, coding and version control.
- Student Intern - Oversaw payroll, inventory, and supply managements.
- Data Entry Assistant - Encoded resident data, health records, and request forms.
- Technical Support - Handled technical Troubleshooting calls, minimizing downtime.
- Graphic Designer - Layouts including posters, certificates, and presentations for students and local clients.
- Photographer - Specialized in event, portrait, and product photography.
- Affiliate Marketer & Online Seller - Promoted and sold products while engaging with customers to drive sales.

Skills

- Programming Fundamentals: html, css, javascript, python
- Technical Support
- Document Handling
- Graphic Design
- Microsoft Office and Google Workspace Proficiency
- Problem-Solving and Attention to Detail
- Teamwork and Communication
- Organizational and Time Management