FAMKE FRANCISCO

Is a role player in a team. Enjoys collaboration and works with a positive mindset that can be spread throughout the team

Applications and Tools

- C, Java, HTML/CSS
- MySQL
- Google Applications
- Microsoft Office
- Trello
- Zoom
- Canva
- Lightroom
- Premiere Pro

Skills

- Communication Skills
- Proficient in using technology
- Willing to learn at all times
- Interpersonal Skills
- Flexibility
- Adaptability

Work Experience

Virtual Assistant

HelloRache | February 2022 - August 2022
- Does backend work specifically related to billing and payment posting
- Virtual Proctor

Quality Assurance Tester (On-the-job training)

Highly Succeed Inc. | 2021
- Testing of websites and applications if its ready for the public
- Detects and logs bugs/errors
- Execute test cases considering various circumstances

Certificates

- HIPAA Certificate (2022)
- Google Analytics Certificate (2021)
- Introduction to Web Security Threats (2020)
- Introduction to Email Threats and Security Attacks (2020)

Education History

POLYTECHNIC UNIVERSITY OF THE PHILIPPINES

Tertiary Education, Bachelor of Science in Computer Science, June 2018 - September 2022

- Member of The Compiler, the official publication of the college, 2020 - 2022

CLARET SCHOOL OF QUEZON CITY

Primary to Secondary Education, Graduated Class of 2018

- News Editor, Tanglaw ng Claret, the official school publication, 2017-2018
- Member, Tanglaw ng Claret, 2016-2017