

# Gabrielle Goc-ong Jalmasco

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## OBJECTIVE

A highly motivated and hardworking high school graduate with a consistent record of academic excellence and achievement. Seeking an entry-level position to apply a strong technical aptitude, strategic thinking, and collaborative skills to contribute to a company's success.

## WORK EXPERIENCE

### San Dionisio Credit Cooperative (SDCC)

San Dionisio Parañaque City

On-the-Job Training Accounting IT Department

February 28, 2025 – March 7, 2025

- Developed and implemented a custom program to automate routine accounting tasks, significantly reducing manual data entry and improving process efficiency.
- Managed the cooperative's financial operations, including bank account reconciliation, preparation of financial documents, and maintaining accurate data records for over hundreds of members.

### Salvatierra Nuestro Law Offices

City of San Pedro, Laguna

Data Encoder

May 02, 2025 – May 13, 2025

- Developed sophisticated Excel spreadsheets to analyze and visualize voter data, utilizing advanced formulas, pivot tables, and graphical representations to generate clear insights.
- Entrusted to design and build the official tally sheet for the 2025 election, creating a streamlined tool to ensure an accurate and efficient vote-counting process.

## EDUCATION

### Bachelor of Science in Information Technology (BSIT)

- Polytechnic University of the Philippines – Paranaque Campus (2025 – present)

### Accountancy, Business, and Management (ABM)

- Saint Francis Academy of Parañaque Incorporated (2023 – 2025)

### High School Diploma

- San Antonio National High School Parañaque (2017 – 2023)

## CREDENTIALS

### With Consistent Honors

- Saint Francis Academy of Parañaque Incorporated (2023-2025)
- San Antonio National High School Parañaque (2019-2023)

### Best Business Plan

- Saint Francis Academy of Parañaque Incorporated, 2025

### **Robotics Competition (TechnoKids)**

- San Antonio National High School Parañaque - Robotics Finalist, 2023

### **Research Excellence Award**

- Saint Francis Academy of Parañaque Incorporated, 2024
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## **ORGANIZATIONS**

### **Technical Officer, Association of Information Communications, and Technology Students (AICTS)**

- Polytechnic University of the Philippines - Parañaque Campus (2025 - Present)

### **Publication Team, National Service Training Program (CWTS)**

- Polytechnic University of the Philippines - Parañaque Campus (2025 - Present)

### **Member, Building Bytes Guild (Game Development) Club**

- Polytechnic University of the Philippines - Parañaque Campus (2025 - Present)

### **Vice President, Student Council Organization (SCO)**

- Saint Francis Academy of Parañaque Incorporated (2024 - 2025)

### **Representative, Student Council Organization (SCO)**

- Saint Francis Academy of Parañaque Incorporated (2023 - 2024)

### **Member, Information Communications and Technology (ICT) Club**

- San Antonio National High School Parañaque (2022 - 2023)

### **Board Member, Sangguniang Kabataan**

- Homeowners Association of Sampaloc Site II, 2025
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## **SKILLS & INTERESTS**

### **Programming Languages**

- Python
- JavaScript

### **Web Development**

- HTML
- CSS
- Tailwind CSS
- JavaScript
- React JS

### **Soft Skills**

- Leadership, Communication, Problem-solving, Teamwork, Collaboration, Creativity, Critical Thinking, Time Management
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