**JANETE A. ALARDE** 

Purok Rosal Brgy.Gairan Bogo City Cebu

09215437335 email @ [akajanete@ymail.com](mailto:akajanete@ymail.com)

**OBJECTIVE**

Seeking a position with a company that will allow me the opportunity to develop my skills in software design and which I can enhance my knowledge and skills in IT related field.

**PROFILE**

* Education in information technology, knowledge in database management systems, mobile application and c# programming language.
* Flexible and analytical with a keen eye for details.
* Able to acquire new technical skills easily.
* Able to work under pressure and with less supervision.
* Self-motivated and self-driven.
* Experienced in retail industry job.

**WORK EXPERIENCES AND TRAININGS**

* **ON THE JOB TRAINING**

2012 ASPAC RURAL BANK OF INC.

P. Rodriguez St. Cogon Bogo City Cebu On the Job training for 400 hours responsible for minor paper works of the bank, segregate bill deposited by the bank client, preparing deposit slip for pick up by the other banks. Assist the teller for counting bills deposited by the client.

**STORE IN CHARGE**

2002-2006 RRJ BOUTIQUE

Robinson’s Ermita Manila

Ever GrandCentral Caloocan,

Tutuban Center Mall

Responsible for monitoring stocks deliveries, pull-out and sales. Update sales journal, depositing sales to the bank, reporting to the head office regarding store sales and store performance as well as the employees.

* **FOODHANDLER**

2002 CHARLIE WANTON RESTAURANT

Marcos Hi-way Antipolo City

Perform proper handling of food hygiene, setting tables and chairs, proper standard for serving sequence, proper procedure for guests accepting reservation.

* **CASHIER /SERVICE CREW**

**2001-2002** JOLLIBEE FOODS CORPORATION

SM Fairvew, Philcoa, Ever Commonwealth

Assign to all the stations like kitchen, cashiering and dining area. Giving a total customer satisfaction in every transaction as a cashier we are responsible to serve customer a fast and satisfactory service with a happy smile provided for each customer.

**COMPUTER SKILLS**

* Knowledgeable in Microsoft Office ( Word, Excel, Power Point) , Macromedia Flash 8, Dreamweaver, and Fireworks.
* Programming skills in Visual Basic, C#, SQL, HTML, Netbeans and Basic Java.
* Possess software development project skills like System Analysis & Design, Database Management, Coding & Implementation.

**EDUCATION**

Bachelor of Science in Information Technology

SAINT LOUISE DE MARILLAC COLLEGE OF BOGO, Bogo City Cebu

* Best Information Technology Research (SY 2012-2013)