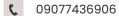


# JUNE CARL GENAVIA

Web Developer/Programmer

#### Profile

Detail-oriented with experience in administrative support, proposal editing, and presentation material creation. Skilled in organizing tasks, managing communications, and assisting with client needs. I help businesses stay productive by delivering high-quality support, ensuring deadlines are met, and maintaining professionalism in every task, big or small.



junecarlgenavia@gmail.com

https://jcgenavia.netlify.app

Quezon City, Philippines

### Skills

Web Development

Presentation

**Public Speaking** 

Technical Research

## Language

English

Filipino



# Work Experience

2024

#### **JeonSoft Corporation**

2025

**Technical Sales** 

- · Developing materials that enhance product presentations within the company.
- Responsible for the preparation and revision of client proposals

2025

#### **Hytec Power, Inc.**

Course Developer

- Responsible for designing test questionnaires and providing operational support to the company..
- · Engaged in the creation of assessment tools and delivering organizational support.,



### Education

# Maligaya HighSchool

2014 - 2018

### **Access Computer** Colleges

Information and Communication Technology 2018 - 2020

#### **Quezon City University**

Bachelor's of Science in Information Technology

2021 - 2025