

KEY QUALIFICATIONS and SKILLS

- ✓ With strong analytical skills
- ✓ Able to learn quickly through self-study, classroom, and handson experience
- ✓ Attentive to details
- ✓ Team player
- ✓ Attention to accuracy and quality
- ✓ Can effectively adjust in a fastpaced environment
- ✓ Proficient in PC / Mainframe applications
- Operating System Installation of Microsoft Windows, Linux and the like
- ✓ Computer Analyzing /
 Computer Troubleshooting
 Skills and electronics
- ✓ Ability to assemble and disassemble computer
- ✓ Network Printer Installation
- ✓ Entry level in Programming Languages such as Java, C#, Python, and SQL
- ✓ Entry level in Scripting
 Languages such as Javascript,
 Html, CSS, and PHP
- ✓ Ability to maneuver accounting system, particularly SAP Business One

PERSONAL DATA

Date of birth: January 21, 2000

Age : 22 years old Religion : Roman Catholic

Weight: 47 kgs
Height: 5'4"
Nationality: Filipino
Gender: Male
Civil Status: Single

Language Spoken: Filipino &

English

Place of Birth: Lucena City,

Quezon

Ian Emmanuel L. Pardo

Brgy. Talipan Pagbilao, Quezon Philippines Contact number: 0910-8049-247 LinkedIn:

<u>linkedin.com/in/pardoianemmanuel/</u>
Portfolio:

kuuhaku2112.github.io/Web-

Portfolio/Capstone%201%20Development% 20-%20Developer%20Portfolio/

Email Address:

0ianemmanuelpardo@gmail.com

CAREER OBJECTIVE

To seek a position with a reputable organization to be able to apply what I have gained from classroom learning and advance my knowledge and skills in the field of information technology.

EDUCATIONAL BACKGROUND

TERTIARY:

Cum Laude

Bachelor of Science in Information Technology

STI College Lucena

Lucena City, Quezon S.Y. 2018 - 2022

SECONDARY:

Talipan National High School Brgy. Talipan Pagbilao, Quezon S.Y. 2012 – 2018

WORK EXPERIENCE

Staff Support Ouan's The Farm Resort Kanlurang Mayao, Lucena City October 2018

SEMINARS ATTENDED

- ➤ CyberSmart Online Caravan Smart Communication, Inc. September 17, 2021
- Image Management & Elastic Volume Service Talent Development Dept., Huawei Enterprise Business Group April 29, 2022

CERTIFICATION

Bookkeeping NCIII

CSTC Sariaya, Quezon Province March 2018

· SAP Business One

STI College - Lucena March 2021

• Python Programming Basic

Talent Development Dept., Huawei Enterprise Business Group March 24, 2022

Python Essentials

Python Institute - Open Education & Development Group June 25, 2022

ACADEMIC PROJECT

IT Capstone Project: Information Church Management System utilizing QR technology for One in Christ Inc. Lucban, Quezon (PHP, Javascript, MySQL, HTML, and CSS)

Created a web-application for tracking attendance of each member via QR technology, record their church members information, finances, and other church activities. Note: Local Based project only intended for the use of the sole client.

Queen Elizabeth Ordering System (PHP, Javascript, MySQL, HTML, and CSS)

A web-application for ordering beverages, pizza and other dishes available at the store. It records and track the order of the customer. Note: This project was simply intended as exercise and is not a for external used.

CHARACTER REFERENCE

Ramil Acesor

Master Teacher Talipan National Highschool Pagbilao, Quezon Province, Philippines Contact No.: 09228772251

Othoniel Elegado

Professor CVE, Colleges Inc.

Pagbilao, Quezon Province, Philippines

Contact No.: 09079054602

 $Ihereby\ attest\ that\ the\ above\ information\ is\ factual\ and\ correct\ to\ the\ best\ of\ my\ knowledge\ and\ belief.$

IAN EMMANUEL L. PARDO