



LEDA GRACE ABELLA

STUDENT/ GRAPHICS
DESIGNER



Contact



Prk-Matinabangon, Maningcol,
Ozamiz City



09052167088



justmeleda.github.io



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Skills

Graphic Designing



Microsoft Office



Canva, Photoshop



Creativity



Leadership



About Me

I consider myself a responsible and orderly person.
I am always looking forward for a great opportunity.

OBJECTIVES:

To be able to train and work in a career oriented
and challenging environment that can bring out the
best of what I can do and promotes personal and
professional growth



Education

Governor alfonso D. Tan College

Bachelor Of Science in Computer Science

2019-Present

Ozamiz City School of Arts & Trades

S.Y. 2010-2011

Maningcol, Ozamiz City

Maningcol, Elementary School

S.Y. 2006-2007

Maningcol, Ozamiz City



Work Experience

Fiverr

2015-2016

Gaphic Design

- Book Cover Design, power point presentations, Logo and etc.
- Manage customer queue.

Upwork

2015-2017

Freelancer (Virtual Assistant

- Manage website appearance, as well as SEO content, marketing, brand and logo design.
- Publish articles in wordpress.
- Collaborate with other development teams.

On-The-Job Training

February 28- May 26, 2023

**Mindanao Business & IT Solutions Corp (MINBITS) in
partnership with Department of Information and
Communication Technology**

- Manage documents, organizing files, marketing, assisting other department.
- Designing using Canva and Photoshop for tarpaulins, logo and PVC Id's.
- Collaborate with other teams.
- Reformat PC's, Assembling and Disassembling Computer,



Seminars and Trainings

- **Security Issue in Grid Computing**

- **March 21, 2021**

- by Governor Alfonso D. Tan College (GADTC)

- **Java Programming and Fundamentals**

- **August 23-27, 2021**

- by Department of Information and Communication Technology (DICT)

- **iStartup Online Conference**

- **September 17, 2021**

- by IDEYA:CIT

- **Web Development Using CMS (Joomla) Seminar**

- **November 12, 2022**

- by Governor Alfonso D. Tan College (GADTC)

- **Network Configuration & Quality of Services (PEER-TO-PEER) Seminar**

- **November 26, 2022**

- by Governor Alfonso D. Tan College (GADTC)

- **Enhance Image Quality and Designing Seminar**

- **December 17, 2022**

- at GADTC (Institute of Computer Studies)

- **Python Programming Essentials Course**

- **April 17- May 2, 2023**

- by Department of Information and Communication Technology - Region 10

- **MMTCI TRAINING**

- **S.Y. 2012**

- **Computer Science Basic**

- Ozamiz City