

Jaenna Marie Herrera Macalinao



CAREER OBJECTIVE

“To obtain valuable knowledge and skills in organizing, management abilities and leadership while providing opportunity to learn and grow personally and professionally throughout the duration of my training period to achieve goals and generate possible performance.”

SKILLS

- MS Office Suite
- Marketing
- Canva, Wix, Wordpress
- Sales Associate
- Computer Literate
- Good Intrapersonal Skills
- MS Windows
- Business Knowledge
- HTML, CSS, PHP, JS
- Computer Typing Skill

EDUCATION

ACLC College of Balanga Inc.
2019-2023

- Bachelor Science in Information Technology major in Web Development

St. Catherine of Siena Academy
2013-2019

- Humanities and Social Sciences

Samal North Elementary School
2007-2012

CONTACT



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ON THE JOB TRAINING

Work Immersion 2018

- Internship at Bataan Peninsula State University (Main)

On the Job-Training 2022-2023

- Internship at ACLC College of Balanga Inc.

Herrera's Food Products
2016-2023

- Online business moderator
- Production Team

ACHIEVEMENTS

- 1st Runner up Spelling Bee at ACLC 2019
- Duty Officer of the Year 2017 (C.A.T)
- Consistent Honor Student/Dean Lister 2010-2023
- Magna Cum Laude-(2023)
GPA 1.29

SEMINARS ATTENDED

- Youth Congress for IT(Y4IT)2021
- Financial Literacy (2019)
- Rising Above the Challenges of the New Normal (2020)
- Global Blockchain Summit (2022)
- TealDesk Virtual Assistant Full Training (2023)
- Freelance Academy VA Masterclass Training (2023)
- Good Governance(2023)
- Cooperative Management and Governance(2023)