

James Melvin M. Panton

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Professional Summary

Passionate about growth and learning, I embrace challenges as opportunities, staying ahead of technological innovations by exploring industry trends, all to fuel my personal and professional development.

EDUCATION

Surigao del Norte State University | School Year: 2018-2022

Bachelor of Science in Information Technology



WORK EXPERIENCE

(FULL TIME)

August 2023 – May 2024

Customer Service Representative

Concentrix



- Given extraordinary client benefit by tending to request, settling complaints, and handling orders.
- Conducted investigating to distinguish and resolve client issues with items or administrations. Illustrated solid communication abilities in both verbal and composed intuitive with clients.
- Gotten positive input from clients for surpassing benefit desires and reliably accomplishing tall fulfillment evaluations.

(FULL TIME)

June 2022 – June 2023

Graphic Designer

Jerskie G&D



- Create outwardly compelling plans utilizing Adobe Artist and Photoshop.
- Collaborate closely with clients to surpass plan desires.
- Oversee numerous ventures effectively, assembly tight due dates.

(PART TIME)

2022 – 2023

WEB DEVELOPER | WEB DESIGNER

Heart&skills



- Proficient developer specializing in WordPress and Webflow, creating robust, visually appealing websites that exceed client expectations.
- Design visually stunning websites with seamless integration of creativity and functionality for exceptional user experiences.

SKILLS

Web Development: WebFlow, WordPress, HTML CSS & Javascript

Graphic & Web Design: Adobe Illustrator, Photoshop, Canva, Figma, and Canva

Technical Support: Computer Troubleshooting