



RYZA BAYOT

Profile

I am a dedicated second-year Bachelor of Science in Information Technology student at Pamantasan ng Lungsod ng Pasig, eager to expand my knowledge and practical experience in the field. I am seeking an opportunity to gain hands-on work experience that will contribute to my professional growth. Committed to applying my existing technical skills, refining areas where I can improve, and embracing new challenges, I aim to prepare myself for a future career in IT. My goal is to continuously learn, adapt, and develop solutions that add value to any organization I become a part of.

☎ 09636656154

✉ ryzabayot971@gmail.com

📍 1614 Magsaysay St.
Manggahan Pasig City

Educational Background:

2012
-
2018
Elementary School
San Lorenzo Ruiz
Elementary School

2018
-
2021
High School
Manggahan High
School

2021
-
2023
Senior High School
San Lorenzo Ruiz Senior
High School

2023
-
PRESENT
College
Pamantasan ng
Lungsod ng Pasig



ACHIEVEMENT AND AWARDS

Graduated with honors (Elementary batch of 2012 – 2018)
Graduated with honors (Highschool batch of 2018 – 2021)
Graduated with honors (Senior Highschool batch of 2021 – 2023)
Dean's Lister (College 2023 – 2024)

All information provided above is accurate and truthful to the best of my knowledge.

PERSONAL INFORMATION:

Date of Birth: December 21, 2004

Age: 20 years old

Religion: Roman Catholic

Place of Birth: Pasig City

Civil Status: Single

Gender: Female

Core Competencies And Qualifications:

- **Technical Skills**
- **Microsoft Office Suite** Proficient in **MS Word** (document formatting, reports) and **Excel** (data entry, basic formulas, tables).
- **Problem-Solving & Critical Thinking**
- **Adaptability & Eagerness to Learn**
- **Collaboration & Communication**
- **Time Management & Work Ethics**
- **Basic Graphic Design**
- **Basic Administrative Skills**
- **Customer Service & Interpersonal Skills**
- **Attention to Detail**

BAYOT, RYZA L.