



# RENZ JASKIN AGMATA

Junior IT Specialist

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## RESUME OBJECTIVE

□ To obtain a challenging and rewarding IT Specialist position where a degree in computer science and skills in frontend development will be fully utilized.

## SKILLS

Problem Solving

Strong Work Ethic

Time Management

Critical Thinking

Adaptability.

## EXPERIENCE

### ADMIN SUPPORT STAFF

Philippine Rubber Testing Center / November 2019 – December 2020

- Schedule and coordinate meetings, appointments, and travel arrangements for the manager.
- Ensures document control for the software data, and Update and reports budget, income and utilization of the center
- Technical Support, Hardware and Software Troubleshooting.

### LABORATORY AIDE

Philippine Rubber Testing Center / January 2021 - Present

- Provides Technical Support, hardware and software troubleshooting, data entry, data visualization and data management.
- Writes monthly report.

## TECHNICAL PROFICIENCIES

Spreadsheet

MS Excel

MS Word

HTML

CSS

Adobe Photoshop

React.js

OOP

## EDUCATION

### BACHELOR OF SCIENCE IN COMPUTER SCIENCE (2015-2019)

University of Southern Mindanao

Poblacion, Kabacan, North Cotabato