

JERIC PUNAY

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SUMMARY

A Bachelor of Science in Information Technology student majoring in Service Management. With a strong foundation in IT, data analytics, and project management, I am passionate about leveraging technology to enhance operational efficiency and improve user experiences. I actively seek opportunities to apply my skills in real-world challenges, and my involvement in leadership training has sharpened my communication, teamwork, and problem-solving abilities.

EDUCATION

Elementary Paete Elementary School	2009-2016
Junior High School Poten and Eliseo M. Quesada Memorial National High School <ul style="list-style-type: none">Science, Technology, and Engineering Program	2016-2020
Senior High School Siniloan Integrated National High School <ul style="list-style-type: none">Accountancy, Business, and Management	2020-2022
College Laguna State Polytechnic University - Siniloan Campus <ul style="list-style-type: none">Bachelor of Science in Information Technology Major in Service Management	2022-Present

ACHIEVEMENTS

- Grade 7 - With Honors (2016-2017)
- Grade 8 - With High Honors (2017-2018)
- Grade 9 - With High Honors (2018 - 2019)
- D.O.L.E. Awardee (2018-2019)
- Outstanding Performance in TLE, ESP, MAPEH, Filipino (2018-2019)
- 1st Place in Debate: School-Based Festival of Talents (2019-2020)
- 1st Place in Debate: District Festival of Talents (2019-2020)
- 2nd Place in Debate: District Level Pop Quiz and On-the-spot Skills Exhibition in Popdev Debate (2019-2020)
- Grade 10 - Batch Valedictorian of Poten & Eliseo M. Quesada Memorial National High School (2019-2020)
- Outstanding Performance in Mathematics, Social Science, Communication Arts, and Science (2019 - 2020)
- Best Club - Peer Educators (2019-2020)
- Grade 10 - With High Honors (2019-2020)
- Grade 11 - With High Honors (2020 - 2021)
- Grade 12 - With High Honors (2021 - 2022)
- 2022 DOST Scholarship Passer
- 1st yr - 1st sem Dean's Lister (2022 - 2023)
- 1st yr - 2nd sem Dean's Lister (2022 - 2023)
- 2nd yr - 1st sem Dean's Lister (2023 - 2024)
- 2nd yr - 2nd sem Dean's Lister (2023 - 2024)
- 3rd yr - 1st sem Dean's Lister (2024-2025)
- 3rd yr - 2nd sem Dean's Lister (2024-2025)

AFFILIATIONS

- Member of Technical Working Group: Oplan Kalusugan sa DEPED "One Health Week Celebration" (2019-2020)
- Member of the Technical Working Group: World AIDS Day (2019-2020)
- Auditor of Mathematics Club (2019 - 2020)
- President of Philippine Guidance and Counseling Association Inc. Laguna Chapter (2019-2020)

- President of PEMQMNHS Peer Educators Group (2019-2020)
- Facilitator for English, Science, and Mathematics (EnSciMa) Camp - School Based (2020)
- Resource Speaker of Peer Educators (2019) Resource Speaker of School-based Friday Lecture Habit (2019)
- Member of Peer Educator (2022-2023)
- KATOTO Member (2024)
- Head of Freedom of Information in KATOTO (2024)
- Student Supreme Council of Laguna State Polytechnic University - Treasurer (2023-2025)
- BUNGA Leader (2014 - Present)

SEMINARS/WORKSHOPS

- Leadership Training Camp: Leaders on the Rise at PEMQMNHS (2018 & 2019)
- Comprehensive Plan for Children Workshop (2019)
- Division Leadership Training and Mathematics Camp in Caluan, Laguna (2019)
- School-based Friday Lecture Habit (2019)
- Philippine Guidance and Counseling Association Inc. - Laguna Chapter: Peer Education Towards Students Empowerment at University of the Philippines Los Baños(2020)
- National Seminar-Workshop on Leadership in Baguio City (2020)
- Asia Pacific Center for Student Development (2020)
- Synergy : "Momentum" at Woodridge College in Bacoor Cavite (2020)
- Youth Engagement in Agriculture Online Biotechnology Bootcamp Session 3 (2021)
- Basic Javascript for Web Development (2024)
- Digital Marketing Channels and Funnel (2024)
- Introduction to Data Privacy (2024)
- Advanced Level of Cloud Computing (2024)
- Advanced Level of Digital Transformation
- Copywriting: Basics, Advertising Copy, Trends in Art and Design (2024)
- Functional Composition (2024)
- Digital Innovation in Government (2024)
- Big Data Fundamentals (2024)
- Basic Level of Software Engineering (2024)
- Android Fragments (2024)
- Data Privacy - Good Governance (2024)
- Social Media Marketing (2024)
- Principles of Web Development and Introduction to HTML (2024)
- Trends in Art and Design (2024)
- DICT-GD002 Canva for Graphic Design (2024)
- Navigating Google Workspace (2024)
- DICT-DM002 Digital Marketing Channels and Funnel (2024)
- Intermediate Level of Software Engineering (2024)
- Digital Transformation 101: Reimagining Business (2024)
- Fundamentals of Pitching and Startup Projects (2025)
- Digital Safety and Security Awareness (2025)
- Introduction to Cybersecurity (2025)
- Network Support and Security (2025)
- Lean Six Sigma Belt (ICBB) (2025)
- Market Research Fundamentals (2025)
- Scrum Fundamentals Certified (2025)
- Six Sigma Yellow Belt (2025)

SKILLS

- Customer Relationship Management (CRM)
- Workflow Documentation
- Data Entry and Validation
- Technical Writing
- Copyreading
- Data Cleaning
- Grammar and Proofreading
- Advanced Microsoft Excel (VLOOKUP, PivotTables, conditional formatting)