

# JON RENZO TOLEDO

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## EDUCATION

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**Rizal High School** - Senior High School ,STEM , GPA: 92

2020 - 2022

**Pamantasan ng Lungsod ng Pasig** - Bachelors of Science, Computer Science

2022 - Present

## TECHNICAL SKILLS

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**Skills** | MS Excel, Product Sourcing, MS Word, Canva, Photoshop, Video Editing, Entry Level Programming, Web Designing

## EXPERIENCE & PROJECTS

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### Amazon Product Sourcer

**Jan 2022 - Jan 2023**

*UK based FBA account*

Google Spreadsheet | Google Docs | Keepa | SAS tool

- Been a product sourcer which find leads to sell into Amazon
- Assigned as an Inventory Manager and used *Google Spreadsheet*
- Created a program that will track upcoming/incoming products to warehouse
- Communicated with people on the UK warehouse for updates
- Created Charts/Reports for the company expenses

### UI/UX Designer

**Jan 2023 - May 2023**

*Savorite INC.*

Figma | WebFlow | Rest.api | HTML/CSS | Javascript

- Use design and prototyping tools such as Sketch, Figma, Adobe XD, or similar software.
- Collaborate with cross-functional teams (product managers, developers, etc.) to define project goals and requirements.
- Design intuitive user interfaces that improve usability and enhance the overall user experience.
- Understand front-end development technologies (HTML, CSS, JavaScript) to collaborate effectively with developers.

### Operations Intern

**June 2023 - Present**

*Kadence International*

- Assist in day-to-day operational tasks and provide support to the operations team.
- Perform data entry and maintain accurate records of operational processes and transactions.
- Participate in team meetings and contribute ideas to enhance operational effectiveness.

## OBJECTIVES

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### My Objectives

- Seek a position where I can grow as a student and as an employee where I can utilize my skills and acquire necessary experience to help contribute to the organization

## ABOUT ME

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**Nickname:** Renzo

**Hobbies:** Watching TV Shows and Movies, Playing Games, Reading Books