



JOSE ANTONIO R. SANTOS

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A highly motivated and hardworking individual seeking for a responsible role in an organization to secure a responsible career opportunity to fully utilize acquired skills while producing significant contribution to the success of the company.

EDUCATIONAL BACKGROUND

Primary Education

2008 - 2014 Center for Excellence (CENTEX) - Manila

Secondary Education

2014 - 2018 Saint Michael's College of Laguna

2018 - 2020 AMA Computer College - Biñan Campus

Tertiary Education

2020 - Present Technological University of the Philippines - Manila Campus

SKILLS

- Graphic Designing (Adobe Creative Suites, Canva)
- Basic Website Development (HTML, CSS, Bootstrap, JavaScript)
- Programming (PHP, C, C++, Python, Swift, Java)
- Database Management (MySQL, Microsoft Access)
- Intermediate English Proficiency Skills (CEFR: B2 English Level)

WORK EXPERIENCES

2021 JAGE Digital Marketing Solution

Freelance Graphic Designer

- Creating social media poster and video advertisements for various clients.
- Designing businesses logos and packaging labels for their products.
- Produce mockups for brands products.

2023 - Present Bill Gosling Outsourcing

Customer Service Specialist

- Answer customer queries and concerns regarding the client's offered services.
- Flag technical issues and problems experienced by both customers and administrators.
- Review and validate customers' documents for reimbursement application and pay out purposes.
- Give solutions to both technical and non-technical issues of customers regarding the client's offered services