

Jay-ar Orongan Aque

Information Technology

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<https://kuyajay.github.io/Portfolio-website/>

Summary of Qualifications

- IT Support and Technical Troubleshooting
- Application Installation and Configuration
- Hardware and Software Maintenance
- Desktop and Mobile Device Support
- System Diagnostic and Repair
- User support and Technical Assistance
- Network Setup and Configuration
- Programming language: Java, C++, HTML, CSS.

Employment History

Period	Appointment Organization	Responsibilities
Nov 2022 - June 2024	Wesupport Inc, Makati City Philippines	Computer Batch Operator
Aug 2022 - Nov 2022	Occidental Mindoro State College	Computer Technician
Oct 2021 - Present	Self-Employed	Freelance Cellphone Technician

PAST PROJECTS	
Period	Company Experience
Aug 2022- June 2024	<p>Metrobank - <i>BGC Taguig City</i></p> <ul style="list-style-type: none">• Computer Batch Operator• Batch Processing & Job Scheduling (Control-M)• Issue Tracking and Ticketing System (Redmine/Gitlab)• Technical troubleshooting & issue Analysis• Data Entry & File management (Excel, Word, One note, Notepad)• Backend Monitoring (Oracle Enterprise Manager)• Remote Access Management (Putty)• Secure File tranfers (Winscp, Movelt)
Aug 2022 - Nov 2022	<p>Occidental Mindoro State College - <i>Occidental Mindoro</i></p> <ul style="list-style-type: none">• Computer Laboratory Technician• Hardware and Software Maintenance• Upgrades components including CPU's,

	<ul style="list-style-type: none"> • Technical Support and Troubleshooting • Network Setup and Configuration • Inventory Management of Lab Equipment
Oct 2021 - Present	Self-Employed <ul style="list-style-type: none"> • Freelance Cellphone Technician • Mobile Device Repair and Troubleshooting • Reprogram / Format software issue • Screen LCD and Battery Replacement • Customer support and Technical Assistance

Education | Professional Qualifications | Certifications

Period	Discipline University Certifications
2018 - 2022	Occidental Mindoro State College, Philippines (<i>BS Information Technology</i>)
2024	Azure AI Engineer Associate (AI-102) (<i>LinkedIn Learning</i>)
2024	Microsoft Azure Fundamentals (AZ-900) (<i>LinkedIn Learning</i>)
2024	Cisco CCNA (200-301) (<i>LinkedIn Learning</i>)
2024	CompTIA A+ Core 1 (220-1101) (<i>LinkedIn Learning</i>)
2018	Computer System Servicing NCII (<i>TESDA</i>)

*References available upon request