

Jay-ar Orongan Aque

Information Technology

Sablayan, Occ. Min, Philippines | 0965 973 8415 | aquejayar1999@gmail.com

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	<div>Metrobank - <i>BGC Taguig City</i><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, MoveIt)</div>
Aug 2022 - Nov 2022	<div>Occidental Mindoro State College - <i>Occidental Mindoro</i><ul style="list-style-type: none">• Computer Laboratory Technician• Hardware and Software Maintenance• System Installation and Upgrades components including CPU's, RAM, hard drives</div>

	<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