

Kyla Ronquillo

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SKILLS AND TOOLS

Project Management: Agile (Scrum/Kanban), JIRA, ClickUp, Notion, Project Requirements and Documentation
Technical Skills: React, Next.js, Python, SQL, Tableau, GIS

EXPERIENCE

Extern

Feb 2025 - April 2025

Community Conservation, Data Visualization, and Mapping Extern

Remote

- Selected as one of 100 participants worldwide for the National Geographic Society and The Nature Conservancy's "Community Conservation, Data Visualization, and Mapping" Externship, hosted by Extern.
- Developed foundational GIS skills and conducted spatial data analysis using Esri's ArcGIS Online tools.
- Created a StoryMap highlighting key conservation insights and was chosen as one of the final presenters to showcase my work.

Codebility

Oct 2024 - April 2025

Project Manager Intern

Remote

- Led a team of eight in developing *TapUp*, a web-based networking tool.
- Implemented Kanban methodology to improve workflow, achieving 88% adherence to project deadlines.
- Designed wireframes for UI/UX designers, ensuring project goals align with visual execution.

TACTICS

Jul 2023 - Aug 2024

Treasurer

Naga City, PH

- Managed the organization's financial budget, ensuring transparency and efficient fund allocation.
- Proposed and implemented income-generating projects to support organizational initiatives and sustainability.

Project SMILE

Jan 2023 - Jan 2025

Digital Team Lead

Naga City, PH

- Led a team of three in the Digital Team, coordinating updates and managing the organization's Meta Business Suite.
- Proposed website revisions and drafted analytical reports to enhance user engagement and optimize performance.

PROJECTS

PRITS | Project Manager, Research

Dec 2023 - Apr 2024

- Led documentation efforts, ensuring clarity in requirements and project milestones.
- Conducted user research to enhance app functionality.

MerchTrack | Project Manager

Dec 2024 - Present

- Improved revenue by 18% through enhanced user experience and streamlined operations.
- Managed a team of 4, successfully delivering the web application on schedule.

EDUCATION

Ateneo de Naga University

Naga City, PH

Bachelor of Science in Computer Science

Expected May 2026

- DOST-SEI Merit Scholar
- Hack4Gov Regionals Champion
- Current GPA: 3.65

CERTIFICATIONS

Smartbooks and Power BI

FIT Academy

Jan 2024

Computing Microspecialization Pathway

Development Academy of the Philippines

Dec 2023

Ultimate Product Management Course: Build, Launch, Succeed

Udemy

Nov 2023