

# Lito M. Galan Jr.

Mondragon, Northern Samar, 6417

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<https://lq-web-portfolio-2024.vercel.app>

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## EDUCATION

### Zuitt Coding Bootcamp | [zuitt.co](https://zuitt.co)

May 02, 2023 – June 16, 2023

Timog Avenue, Quezon City

FULL STACK WEB DEVELOPER PROGRAM

### University of Eastern Philippines

June 2018 – June 2022

Eastern Visayas, Catarman

BS IN INFORMATION TECHNOLOGY

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## SKILLS SUMMARY

- **Languages:** JavaScript
- **Tools:** Node.js, Express.js, React.js, MongoDB, AWS (Amazon Web Services)
- **Frameworks:** MERN Stack (MongoDB, Express.js, React.js, Node.js), Tailwind CSS
- **Platforms:** Github, AWS (S3 Buckets, EC2, Lambda, DynamoDB, API Gateway)
- **Soft Skills:** Teamwork, Attention to detail, Adaptability

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## WORK EXPERIENCE

### Data Entry Clerk @ Comelec Mondragon, N. Samar (Aug. 16, 2023 – Nov. 15, 2023)

- Meticulously encoded candidate data into the Comelec Candidate Profile System, including names, contact details, qualifications, and party affiliations.
- Verified information for accuracy and completeness, ensuring consistency and data integrity.
- Collaborated with colleagues to ensure timely completion of data entry tasks during filing periods.
- Maintained detailed records and provided accurate data reports to support election operations.

### Registration Kit Operator @ PSA Northern Samar (October 2022 – March 2023)

- Troubleshoots technical problems encountered with the registration client system in coordination with the Information System Analyst (ISA).
- Encodes demographic information of applicants

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## TECHNICAL EXPERTISE

### Personal Projects

- **Portfolio Resource Manager** (2024). In this personal endeavor, I have developed a Portfolio Resource Manager utilizing REACT.JS, NODE.JS, EXPRESS.JS, and MONGODB. The system is designed to proficiently organize and oversee the content of my web portfolio, providing efficient tracking and optimization.
- **Laboratory and Inventory Management System** (2024). This project features a comprehensive system tailored for laboratory operations with distinct user-roles – admin, lab-manager, and inventory clerk.