

# Nick Lorenz P. Daffon

nick.daffon@gmail.com ❖ (+63) 9774528512

Ormoc City, Leyte



## PROFESSIONAL SUMMARY

A computer engineering graduate with a passion to provide technical support, perform computer hardware and software installation, computer networking, programming, and graphics designing.

## WORK EXPERIENCE

### Global Care Communications Inc.

March 2023 – September 2023

*IT Specialist*

*Ormoc City, Leyte*

- Ensure proper network performance for the company to maintain proper communication between the company and the clients.
- Coordinated with the management to guarantee smooth performance of the company's operations.
- Recognized and successfully fixed hardware, software, and application errors to ensure stability.
- Assisted the Recruitment Specialist of the company on boosting the company's social media page by editing and designing posts, hiring posters and logos with the use of Adobe Photoshop and Canva Premium.

*Student Intern*

*Ormoc City, Leyte*

- Assisted the IT Specialist of the company on working with day-to-day tasks.
- Implemented proper configuration of the company's network, and improved network performance.
- Maintained appropriate testing and quality control methods in order to provide dependable service.

### ACLC College of Ormoc

December 2017

*Student Intern*

*Ormoc City, Leyte*

- Maintain stability, identify, and correct hardware, software, and application issues.
- Implemented appropriate network setup, enhancing network performance.

## EDUCATION

### AMA Computer College

November 2023

*Bachelor of Science: Computer Engineering*

*Cebu City, Cebu*

- Current GWA: 1.16.
- President of the Supreme Student Council (2019-2020)

### ACLC College of Ormoc

March 2018

*Senior High School*

*Ormoc City, Leyte*

- Graduated Valedictorian
- Student at the Technical-Vocational-Livelihood - ICT (Computer System Servicing) Class

### New Ormoc City National High School

March 2016

*Secondary Education*

*Ormoc City, Leyte*

- Student at the Science and Technology and Engineering Class
- Student Volunteer and Officer at the Philippine Red Cross Youth on Disaster Risk Reduction and Management, Safety Services, and International Humanitarian Law (2012-2016)

## CERTIFICATIONS

### Google IT Support Professional Certificate

June 2022

- IT support program, developed by Google, that covers troubleshooting, customer service, networking, operating systems, system administration, and security, and includes hands-on labs.

## SKILLS

- **Skills:** Troubleshooting; Configuration; Computer networking; Computer hardware installation; Windows; Customer service; Systems administration; Microsoft Office; Remote connection and virtual machines; Adobe Photoshop; Canva Premium; HTML; CSS; C++; Java; Basic and Advanced First Aid; Leadership; Excellent verbal and written skills.