



# MARK ALDRIN LASTICA

Data Entry

## About Me

I am a detail-oriented individual with experience in air shipment coordination and e-commerce product data management.

Skilled in data entry, accuracy, and teamwork, I am eager to apply my skills to contribute effectively to the team.

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Caloocan City

## Portfolio

<https://www.linkedin.com/in/markaldrinlastica/>

<https://www.behance.net/zethpierce>

## Experience

### Data Entry

2022 - Present

#### SupportNinja

Regularly update Air Shipments by obtaining ATD (Actual Time of Departure) and ATA (Actual Time of Arrival) information from relevant websites

### Data Researcher

Feb 2021 - Dec 2021

#### The/Studio Technologies

Transfer product data from spreadsheets to web pages, ensuring accuracy and consistency in information and formatting.

### Front-End Developer (OJT)

April 2019 - July 2019

#### Caloocan New City Hall

Maintaining the design of Ticketing System used by the employees of I.T Department.

### Admin Assistant (OJT)

2015

#### Caloocan Old City Hall

Assisted employers with basic tasks including typewriting and providing office assistance to visitors.

## Education

### University of Caloocan City

Bachelor of Science in Computer Science  
2016 - 2020

## Skills

### Web Development

HTML, CSS, Javascript, Bootstrap, PHP, MySQL.

### Web and Graphic Design

Photoshop, Figma