

# JEFF WENSLEY PATRIMONIO

IT SUPPORT SPECIALIST

## **Education**

operational efficiency and productivity

**About Me** 

**Senior High School CSS** 

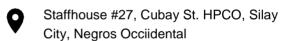
2019-2021

Doña Montserrat Lopez Memorial High School

Dedicated IT Support Specialist with expertise providing technical assistance for both hardware and software issues. Proven ability to support end-users effectively in remote and onsite environments, ensuring

- **Bachelor's Degree in Information Technology** 2021 - 2025
- STI West Negros University

## **Contact**



09185549671

www.reallygreatsite.com

jeffwensley.work@gmail.com

## **Work Experience**

#### Web3 Degen Guild Crypto Based 2022-2024

#### Online Community Manager Discord

- · Managed and maintained Discord servers, including setting up channels, roles, permissions, and server settings for optimal user experience.
- · Responded to user inquiries, support requests, and conflict resolution via text and voice channels.

### Web3 Degen Guild Crypto Based 2022-2024

#### **Discord Technical Support Administrator**

- · Installed, maintained, and updated Discord bots for moderation, automation, and user engagement.
- Collaborated with other admins to implement new features, improve server engagement, and manage user feedback.

#### Vallacar Transit, Inc. Main Office 2025

### OJT (On-the-Job-Training) IT Support **Specialist**

- Assisted in maintaining local network infrastructure and configuring office hardware and equipment during training.
- Supported data entry projects, ensuring accuracy and efficiency in internal systems.



#### **Skills**

Computer Literacy

Problem Solving

Creativity

Productivity Tools