

# KIMI GRIEGO VILLAREAL

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## PROFESSIONAL SUMMARY

- Highly dedicated undergraduate student with a strong passion for UI/UX design and a commitment to achieving excellence in academic pursuits.
- Founding member of the Young Founders Summit Philippines, contributing as an Events Staff and demonstrating exceptional organizational and teamwork skills.
- Actively engaged in various tech-related events as a volunteer, with a goal to acquire valuable certifications for future career development, while also aspiring to be a role model for fellow students by encouraging participation in significant tech events.

## EDUCATION

**Bachelor of Science in Information Technology**  
Philippine Christian University- Dasmariñas, Cavite

**September 2022 – Present**

**Bachelor of Science in Information Technology**  
Cavite State University- Silang, Cavite

**September 2021 – July 2022**

## EXPERIENCE

### Events Staff

**November 2023 - Present**

#### Young Founders Summit Philippines

- The Events Department is responsible for meticulously planning, organizing, and executing various functions, including conferences, workshops, and gatherings. This department ensures the seamless operation and success of all events by:
  - Crafting event plans and schedules.
  - Coordinating with venues, vendors, and suppliers.
  - Managing event budgets and controlling costs.
  - Ensuring that all events align with the organization's mission and objectives.

### Treasurer

**August 2023 - Present**

#### Computer Society, Philippine Christian University – Dasmariñas

- The Treasurer shall have the following functions and duties:
  - Disburse money, issue receipt, and collect fees as directed by the President.
  - Submit a financial statement of account at the monthly meeting of the Organization.
  - Prepare a financial report of the Organization at the end of every quarter semester.
  - Submit a proposal to the President and the Organization Advisers on how to improve the collection of fees from members.
  - Assess the financial status of the Organization regularly.
  - Budget the money wisely and only uses it in production matters.
  - Secure the funds and properties of the Organization.
  - Perform all other functions inherent to the position of the Treasurer.
  - Perform others as directed by the President and the Organization.

## SKILLS

- Good communication skills
- Can effectively work with least supervision
- Can perform multiple tasks
- Computer Savvy

- Adaptable and Flexible
- Programming (C++, C#, HTML & CSS, JavaScript)
- Task-Oriented

## **CERTIFICATIONS**

- **Empowering Insights: Data Visualization with Power BI**, Department of Information and Communications Technology (DICT) Region 4A - CALABARZON - August 11, 2023
- **Python Programming Essentials**, Department of Information and Communications Technology (DICT) Region 4A – CALABARZON - July 24, 2023 - August 4, 2023
- **AWS Community Day Philippines and 10 Year Anniversary, AWS Community Philippines - BGC Taguig** - July 29, 2023
- **How to Adapt in a World with Artificial Intelligence**, Philippine Christian University Dasmariñas - College of Informatics Computer Society - March 01, 2023
- **Mastering GMAIL: Tips and Tricks for Efficient Email Management**, Philippine Christian University Dasmariñas - College of Informatics Computer Society - March 01, 2023
- **Ubuntu remote connections and essential applications**, Department of Information and Communications Technology – Cavite State University - July 23, 2021
- **Exploring Ubuntu Operating Systems**, Department of Information and Communications Technology – Cavite State University - July 21, 2021
- **HTML: The Future of the Web**, Philippine Christian University - SHS TVL Department - April 12, 2021
- **Start Up: Position Yourself for the Future**, Philippine Christian University - SHS TVL Department - March 3, 2021

## **AWARDS/RECOGNITIONS/VOLUNTEER WORK - (OPTIONAL)**

- |   |                 |
|---|-----------------|
| • Young Founders Summit Philippines – Technical Committee | October 8, 2023 |
| • AWS Community Day Philippines – Creatives Committee     | July 29, 2023   |