

Mary Joyce Recto

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WORK EXPERIENCE

Freelance Virtual Assistant

March 2021 to Present

- Utilized effective project management applications to increase productivity and accountability.
- Explored, and assessed different web pages to maximize user experience.

Engineering Intern

SECITS Security and I.T. Solutions

May 2018 to June 2018

- Collaboratively worked with other interns to look for the latest technology that the company can offer to their consumers.
- Demonstrated and negotiated with suppliers and consumers about the products.

EDUCATIONAL BACKGROUND

Polytechnic University of the Philippines

Sta. Mesa, Manila

Bachelor of Science in Electronics Engineering

2015-2021

Taguig Science High School

Hagonoy, Taguig City

2011-2015

Principal's Lister

Uplift Code Camp

www.upliftcodecamp.com

Full Stack Web Development Bootcamp

May 2021-October 2021

CERTIFICATIONS

Technical Support Fundamentals

Google through Coursera

November 2020

PROFESSIONAL SUMMARY

A creative and innovative fresh graduate of Bachelor of Science in Electronics Engineering. Skilled in creating efficient full-stack web applications using commonly utilized programming languages in the industry.

SKILLS & PROFICIENCIES

- Fluent in English and Filipino
- Can work independently and collaboratively
- Critical thinker and problem solver
- HTML, CSS:
 - BBSaRu Static Website (June 2021)
 - Utilized HTML and CSS in creating a static website for an online food stall.
- JavaScript
 - In-Between Card Game (July 2021)
 - Created a fully functional game inspired by the Filipino card game "In-Between" using JavaScript.
- React, Redux, Bootstrap
 - Pokedex (August 2021)
 - Developed a Pokedex-inspired web application using React and Redux.
 - To-do App (August 2021)
 - Built a functional to-do web application with CRUD functionalities using React and Redux.
 - Restaurant App (August 2021)
 - Demonstrated CRUD functionalities using React and Redux by implementing an online ordering system of a restaurant.
 - Utilized the Bootstrap Framework for styling and layout.
- NodeJS, Express, MongoDB
 - Dormie - A Roommate App (September 2021)
 - Implemented full-stack CRUD functionality using React and Redux on the Front-End, and NodeJS, Express, and MongoDB on the back-end by developing a notes app with chores and bill tracker for roommates.
 - Administered the use of Bootstrap Framework for styling and layout.