




# MARY JANE GUEVARRA F.

- 0995 588 4490
- jhengguevarra24@gmail.com
- Poblacion, Makati City Manila

 [www.linkedin.com/in/mary-jane-guevarra-894429321](https://www.linkedin.com/in/mary-jane-guevarra-894429321)

To find a job where I can develop my technical skills and contribute to the company projects. I am highly motivated and eager learner committed to applying my knowledge and expanding my expertise in I. T Field.

## SKILLS

- Troubleshooting
- Networking
- Computer Audting
- Ticketing
- Technical support
- Data Encoder
- Problem Solving

## WORK EXPERIENCE

### I. T SUPPORT

#### iNspiro

Year 2024

Information Technology Trainee

I completed an internship at Inspiro, where I gained extensive insights into the IT industry. I support clients with their technical problems and my work is e.g, troubleshooting, OU , active directory and ticketing using ivanti cloud system.

Data EncoderData Encoder

#### UpWork

Year 2020

organized and reliable remote data entry with a strong track record of exceeding client expectations on Upwork. Expertise in data entry and excell and a commitment to delivering high-quality data entry services. Looking for new challenges and opportunities to contribute to client success.

## EDUCATION

### Bachelor of Science in Information System

LA CONCEPCION COLLEGE, 2024

### Secondary Education

Japan Philippines Ins. Of Technology 2020

### Primary Education

Miguel M. Cruz memorial school 2007

## PERSONAL INFORMATION

Age.	-	23 yrs old
Birthday	-	April 24, 2001
Place of Birth	-	Sta. Maria Bulacan
Marital Status	-	Single

## CHARACTER REFERENCE

James Gunio  
0963 466 0697  
Senior system Engineer