Rhena Shekka B. Labog

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SUMMARY

Detail-oriented and creative IT graduate with a solid foundation in HTML, CSS, UX/UI design, and Figma. Experienced in building user-centered web interfaces and developing systems that enhance functionality and user experience. Completed a capstone project focused on hotel management systems using PHP, MySQL, and Bootstrap. Strong communication, multitasking, and problem-solving skills developed through telemarketing and on-the-job training. Passionate about combining design and technology to deliver effective, user-friendly solutions in a tech support or front-end role.

EDUCATION

Bestlink College of the Philippines

Quezon City, Philippines
2021 – 2025

Bachelor of Science in Information Technology
Major in Information Management

TECHNICAL SKILLS

- Figma (Wireframing & Prototyping)
- Web Development (PHP, JavaScript, HTML, CSS, Bootstrap)
- Web-Based Data Encoding & System Navigation
- Microsoft Office & Google Workspace Tools
- Troubleshooting Web and Data Entry Systems

SOFT SKILLS

- Adaptability & Willingness to Learn
- Communication Skills
- Team Collaboration
- Attention to Details
- Time Management & Organization

WORK EXPERIENCE

Telemarketer Agent | Aquila Telemarketing | June – August 2023

- Called potential customers to introduce and promote products.
- Explained product features and benefits clearly and persuasively.
- Maintained accurate records of calls, outcomes, and customer details.
- Assisted customers with inquiries and payment processing when required.

INTERSHIP EXPERIENCE

OJT – Professional Regulation Commission (PRC)| Dec, 2018- Jan, 2019

- Filed and organized paperwork for board exam examinees with meticulous attention to detail.
- Supported the smooth execution of board examinations by maintaining accurate records.

IT Support OJT – Finance Department| Miescor Logistics Inc. | March – May 2025

- Encoded invoices using a web-based tool with guidance from Excel records.
- Supported the shift from paper to digital systems by applying data entry and troubleshooting skills.

PROJECT

Hotel Management System (PHP, MySQL, HTML, CSS, JavaScript)

- Developed a web-based system to streamline hotel operations and improve service efficiency.
- Served as the Front-End Developer, focusing on user interface design and user experience.

CERTIFICATION

UX Designer | Google UX Design Certificate (Coursera)

- Designed user flows, wireframes, and interactive prototypes using Figma for a mobile pet care subscription app
- Created low- and high-fidelity wireframes following UX best practices and Gestalt principles
- Conducted usability testing and iterated designs based on user feedback and research insights

PORTFOLIO: https://rhenalabogportfolio-github-io.vercel.app/