



ritterpadin02@gmail.com



0926 - 128 - 5406



2267 Sitio Ipil-Ipil Street Capitol  
Site Cebu City, Philippines

## PERSONAL SKILLS

- Organized and efficient.
- Ability to work individually or as a team.
- Eager to learn new things.
- Innovative.
- Can communicate both oral and written form.

## TECHNICAL SKILLS

- **Data & Reporting**
  - Proficient in MS Excel (data cleaning, pivot tables, lookups, formulas, and basic analysis)
  - Power BI (data loading, Power Query transformations, data modeling, and dashboard creation)
- **Design & Prototyping**
  - Figma (UI design, wireframing, and prototyping)
  - Canva (social media graphics, layouts, and visual materials)
  - UI/UX Design Principles
- **Technical & Productivity Tools**
  - AutoCAD (2D drafting)
  - Basic software troubleshooting and issue diagnosis
  - MS Office Suite (Word, PowerPoint, etc)

## INTERESTS



Programming



Video games



Drawing



Graphic Design

# RITTER PADIN

## CAREER OBJECTIVE

I am looking for a job that will give me an opportunity to showcase my skills and knowledge all the while challenging me to adapt new skills and processes needed to advance.

## EDUCATIONAL BACKGROUND

College: Cebu Institute of Technology - University Bachelor of Science in Information Technology  
N. Bacalso Avenue Cebu City  
2<sup>nd</sup> year

Senior High School: University of Cebu – Main Campus  
Science, Technology, Engineering and Mathematics Strand (STEM)  
Osmeña Blvd. Corner Sanciango Street, Cebu City  
S.Y. 2019-2020

## WORK EXPERIENCE

- Interactech Solutions Inc. *June 2023 - February 2025*  
Payment Processing Analyst
  - Analyzed and provided insights on fraud transactions.
  - Processed transactions accurately and efficiently.
  - Prepared detailed financial reports and documentations.
- Pearl Pay *March 2025 - October 2025*  
Settlement Officer
  - Managed and settled dispute transactions.
  - Prepared basic reports for reviewing transaction records.

## ACHIEVEMENTS

- NC II holder of Electronics Products Assembly and Servicing (EPAS) - 2018
- HUAWEI TALENT CERTIFICATE - Information Representation and Data Organization course- 2023
- CodeChum C Programming 1 - 2023