



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

ritterpadin02@gmail.com

0926 - 128 - 5406

2267 Sltio 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

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

Senior High School: University of Cebu – Main Campus Science, Technology, Engineering and Mathematics Strand (STEM)
Osmeña Blvd. Corner Sanciangko 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