

Hegel James C. Amba



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WORK EXPERIENCE

Graphic Designer

Onlinejobs.ph - Lubbock, TX
June 2023 to July 2024

- Graphic Design • Data Entry • CSR • Spreadsheet • Adobe • Microsoft
- Proof • Mockup

Job Order Worker

City Budget Office - Tanjay City
February 2018 to July 2022

- Data Entry • Support Staff • Graphic Design (Adobe) • MS Office
- Public Service • Computer Operator

EDUCATIONAL HISTORY

Bachelor of Science in Computer Science

Diaz College - Tanjay

June 2020 to June 2022

Associate in Computer Technology (ACT)

Diaz College - Tanjay

June 2015 to March 2017

SKILLS

- Maintenance
- Microsoft Excel
- Computer skills
- Customer service
- Administrative experience
- Microsoft Office
- Graphic design
- Data entry
- Sales
- Teamwork
- Adaptive

ABOUT

An innovative individual with a strong emphasis on utilizing industry knowledge and technical skills to promote sustainable growth and enhance efficiency. I am currently seeking to expand my expertise by delving into new areas that will broaden my skills and create fresh possibilities.

Certifications and Licenses

01 Civil Service
SubProfessional Eligibility

02 TESDA NC II
Computer System
Servicing
