Aranjit Archita

IT Specialist Laois, Labrador, Pangasinan • 09686786072 • aranjitarchita@gmail.com •
https://tijnara.github.io/myportfolio/

Professional Summary

A results-driven Information Technology graduate with a proven track record in network administration, web development, and systems support. Experienced in building and managing internal knowledge systems on the MediaWiki platform and skilled in a variety of programming languages including Python, Java, and JavaScript. Combines strong technical acumen with excellent problem-solving abilities to deliver effective solutions and support team objectives.

Technical Skills

- **Programming:** Python, Java, C#, JavaScript, AI in Software Development

- **Web Development:** HTML, CSS, JavaScript, MediaWiki Platform Administration

- **Networking:** LAN/WAN Configuration, IP Management, Wireless Router Setup, Flashstart DNS, VLAN, Bandwidth Management, P2P/PTMP

- **Systems & Support:** Hardware & Software Diagnostics, System Maintenance & Optimization, Technical Support

- **Productivity & Collaboration:** Microsoft Teams, Office Productivity Tools

Professional Experience

IT Intern Outsoar Ph • San Carlos City, Pangasinan *February 2025 – May 2025*

- Spearheaded the development and administration of the company's internal "Playbook," a knowledge base built on the MediaWiki platform, to centralize critical operational information.

- Authored and curated technical documentation in collaboration with the Operations Manager and various team members, ensuring all content was accurate, up-to-date, and easily accessible.

- Leveraged web development skills to customize the platform's user interface and improve functionality for a better user experience.

Technical Support Specialist CyberHouse Computer Shop • Lingayen, Pangasinan *2018 - 2020*

- Provided comprehensive technical support, performing diagnostics, troubleshooting, and repairs for a wide range of hardware and software issues.

- Executed system maintenance and optimization protocols that significantly enhanced computer performance and reliability for clients.

- Maintained a high level of customer satisfaction by effectively resolving technical problems and providing clear, concise support.

Education

Bachelor of Science in Information Technology STI Colleges Dagupan • Dagupan, Pangasinan *2021 - 2025*

Certifications

- **Office Productivity Tools**

  o *University of the Philippines System, ITDC • Issued: June 2025*

- **From Code to Intelligence: The Rise of AI in Software Development**

  o *Department of Information and Communications Technology - Palawan • Issued: June 2025*

- **Empowering Digital Workflows with Microsoft Teams**

  o *University of the Philippines System, ITDC • Issued: May 2025*

- **Mikrotik Training & Ubiquiti Technical Session**

  o *Mikrotik and Ubiquiti Enthusiast Philippines & Hypernet • Issued: August 2018*

- **Water Refilling Station and Plant Operators Certification**

  o *College of Public Health, University of the Philippines Manila • Issued: March 2022*

References available upon request.

Aranjit D. Archita

Applicant's Name