

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**
 - *University of the Philippines System, ITDC • Issued: June 2025*
- **From Code to Intelligence: The Rise of AI in Software Development**
 - *Department of Information and Communications Technology - Palawan • Issued: June 2025*
- **Mikrotik Training & Ubiquiti Technical Session**
 - *Mikrotik and Ubiquiti Enthusiast Philippines & Hypernet • Issued: August 2018*
- **Water Refilling Station and Plant Operators Certification**
 - *College of Public Health, University of the Philippines Manila • Issued: March 2022*

References available upon request.


Aranjit D. Archita
Applicant's Name