

## CONTACT

### VANCE LIEF SIBONGA PEDROSO

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[www.facebook.com/admin.o8](http://www.facebook.com/admin.o8)



## OBJECTIVE

I seek challenging opportunities where I can fully use my skills for the success of the organization.

## EXPERIENCE

2021 - 2022

- **The Launchpad**  
Programmer/IT Support
  - Responsible in designing, coding and modifying websites.
  - Installing and configuring computer hardware, software, systems, networks, printers, and scanners.
  - Monitoring and maintaining computer systems and networks.
  - Responding in a timely manner to service issues and requests.
  - Providing technical support across the company (this may be in person or over the phone)
  - Setting up accounts for new users
  - Repairing and replacing equipment as necessary
  - Testing new technology

2019 - 2020

- **Smart Communication**  
Technical Staff
  - Created promotional videos.
  - Installs computer hardware and softwares.
  - Performs other task as required by Operation Manager.
  - Troubleshoots system and network problem.

2018 - 2019

- **Department of Agriculture**  
Encoder
  - Arranged and encoded more than 500 pages reports using Microsoft Excel and Microsoft Word.
  - Edited and encoded presentations in Microsoft PowerPoint.

## EDUCATION

2021

- **Southern Baptist College**  
Bachelor of Science in Computer Science

2015

- **Southern Baptist College**  
Highschool

- **Bialong Elementary School**  
Elementary

## SKILLS

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- Programming
- Web Developer
- Data encoder
- Computer troubleshooting
- Time management
- Accuracy and attention to detail
- Leadership
- Problem Solving
- WordPress
- Php
- Html
- Css
- Codeigniter
- Bootstrap
- Adobe Photoshop

## PROJECTS

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- **QR code Attendance System for Southern Baptist College Employees**  
A thesis project presented to the faculty of Southern Baptist College.
- **Employee Managment System**  
A company website that stores employee informations. Employees can also log in and update their information. Coded using Codeigniter.

## ACHIEVEMENTS & AWARDS

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- Certificate of Recognition - For satisfactory completing the thirty-two (32) hours On-the-Job-Training on October 15-18 at the Office of the Municipal Agriculturist, Mlang, Cotabato, Philippines.
- Certificate of Participation - 9th PSITS Regional Convention 2019 at Ramon Magsaysay College in General Santos City, Philippines.
- Certificate of Participation - 10th PSITS Regional Convention 2020 at Notre Dame of Dadiangas University, General Santos City, Philippines.
- Certificate of Appreciation - For valuable service as the member of comelec of Southern Baptist College for School Year 2018-2019.
- 2019-2020 PSITS President in SBC
- 2019-2020 Digital Arts Club President
- 2020-2021 Hatud Express Co-founder

## LANGUAGE

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- English
- Filipino

## PERSONAL DETAILS

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- Date of Birth : 19/07/1997
- Marital Status : Single
- Nationality : Filipino

## REFERENCE

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- **Novie Joy I. Salmorin - "Southern Baptist College"**  
Executive Assistant/ Dean, College of Information Technology  
09324842073
- **Donald B. Salminao - "Southern Baptist College"**  
College Instructor  
09454065928