

YAHYAH SEKAK ODIN

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PROFILE SUMMARY

I am a junior Bachelor of Science in Computer Science student at Ateneo de Davao University. I have maintained active service within our cluster council for two years as the Associate to the External Vice President of the Computer Studies Student Executive Council. With a decade-long track record of student leadership, governance, and experience, I have become flexible in any situation, capable of adapting to diverse tasks ranging from technical coordination to administrative support.

EDUCATIONAL BACKGROUND

Ateneo de Davao University Bachelor of Science in Computer Science	2021 - Present
Notre Dame of Cotabato Senior High School Graduate - Science, Technology, Engineering, and Mathematics Strand	2019 - 2021

AFFILIATIONS

Computer Studies Student Executive Council Associate to the External Vice President	2024 - Present
<ul style="list-style-type: none">Managed the different external committees within the councilFacilitated communication between the council and external partners, sponsors, and other student organizationsAssisted the External Vice President in drafting official correspondence and managing partnership agreementsCrafted various emails, concept papers, and announcements within the council and cluster, and beyond the councilCommunicated with the cluster dean and other key administrative people within the university for document approval	
Computer Studies Student Executive Council Member - Productions Committee	
Member - Communications Committee	2025 - Present
<ul style="list-style-type: none">Facilitated in the technical productions of the organization-led events and programsAssisted in script-writing, program flow alignment, and audio-visual presentations throughout the event timeline	
<ul style="list-style-type: none">Crafted social media captions on the council social media platformsScheduled social media posts on the council social media platformsAssisted in ensuring timely council social media postsParticipated in creating captions and posting in time-driven social media posts on live events	
Member - Logistics Committee <ul style="list-style-type: none">Assisted in planning and procuring materials needed for the different council and cluster eventsParticipated in regular inventory checks of the council	
Member - Creatives Committee <ul style="list-style-type: none">Created various social media post graphicsCreated numerous presentation slides for various events throughout the yearParticipated in creating graphics on time-driven social media posts on live events	

AdDU - BAHAGHARI Member	2021 - Present
Member - Productions Committee <ul style="list-style-type: none">Facilitated in the technical productions of the organization-led events and programsAssisted in script-writing, program flow alignment, and audio-visual presentations throughout the event timeline	

AFFILIATIONS

Ateneo Cavalry Esports Society	2025 - Present
Member - Creatives Committee	
• Created various social media post graphics	
• Participated in creating graphics on time-driven social media posts on live events	
Computer Studies Student Executive Council	2024 - 2025
Member - Productions Committee	
Member - Communications Committee	
Member - Logistics Committee	
Council of Class Presidents	2021 - 2022
Member - Computer Science 1A President	
• Relayed announcements by the SAMAHAN and Council of Class Presidents to the class	
Computer Studies Student Executive Council	2021 - 2022
Member - Productions Committee	
Member - Communications Committee	
Book Lovers Club	2016 - 2021
President - Notre Dame of Cotabato	
• Led monthly meetings discussing different books read throughout the month	
• Organized book donations for the school library	
• Assisted in signing student clearance by ensuring active student membership	

AWARDS AND RECOGNITIONS

With Honors	2021
Notre Dame of Cotabato - Senior High School	
With Honors	2019
Notre Dame of Cotabato - Junior High School	

ACHIEVEMENTS AND EXPERIENCES

Overall Assistant Head - Computer Studies Cluster	
Palarong Atenista 2025	July 2025 - Present
• Participated in inter-cluster meetings for the event timeline	
• Facilitated cluster events for timeline alignment	
• Facilitated cluster participants for document approval and management	
• Crafted cluster tracker for events timeline, participant documents and requirements checklist, cluster committee trackers, events bracketing, and events standing	
• Coordinated practice schedules and communicated guidelines to participants to ensure compliance with event rules	
Cluster Liaison Head - Ecoteneo Student Unit	
Palarong Atenista 2025	July 2025 - Present
Palarong Atenista 2024	July 2024 - September 2024
• Bridged communication between Ecoteneo Student Unit and Computer Studies Student Executive Council for announcements, reminders, and real-time updates	
• Ensured cluster compliance on Ecoteneo guidelines and reminders throughout the event timeline	
• Retrieved Ecoteneo Student Unit-violating materials and paraphernalia for proper disposal	

ACHIEVEMENTS AND EXPERIENCES

Cluster Head

UFest - Ignatian Cup	August 2025 - Present
Festival of Excellence - UTAKAN: Quiz Bowl	March 2024
Palarong Atenista - Cheerdance Competition	July 2024 - September 2024
<ul style="list-style-type: none">Bridged communication between the overall event heads and the cluster technical working group and participants for announcements, reminders, and real-time updatesFacilitated cluster participants for document and requirement approval and managementParticipated in guideline review and revisions in meetings	

Head - Event Technical Productions Committee

Project Iridescence - CSSEC General Assembly	August 2025
Cham Along With Us - CS Cluster Orientation	July 2025
Purple Up: Kick-off - CSSEC General Assembly	August 2024
Vivant - BAHAGHARI 2nd General Assembly	January 2022
LEAD Series: The Imagined Future	September 2021
<ul style="list-style-type: none">Directed the technical flow of the event, managing audio-visual setups, cues, and transitions for a seamless productionEnsured different aspects of the productions team, such as script, hosts, audio and visual presentations, and program flow are properly implemented and reviewedSupervised the technical committee and coordinated with logistics to ensure equipment readiness	

Assistant Head - Ateneo de Davao University Computer Studies Cluster

Philippine Society of Information Technology Students 2025	March 2025
<ul style="list-style-type: none">Bridged communication between Philippine Society of Information Technology Students and Computer Studies Student Executive Council for announcements, reminders, and real-time updatesParticipated in inter-school meetings for event timelinesFacilitated cluster events for timeline alignmentFacilitated cluster participants for document and requirement approval and managementCrafted cluster tracker for events timelines and participant documents and requirements checklist	

Associate External Affairs Director

IT Week 2025	February 2025
<ul style="list-style-type: none">Assisted in brainstorming event programs and contestsAssisted in contacting potential sponsors and speakers for the eventAssisted in crafting and refining sponsor packagesBridged communication between sponsors and CSSEC for document and requirements approval, sponsor packages negotiations, and contract signingAssisted in facilitating event timeline and managementAssisted in ushering sponsors and speakers within the event	

Member - Event Technical Productions Committee

Pirates of the Chameleons - CSSEC General Assembly	August 2022
Fall Bytes - CS Cluster Orientation	August 2022
<ul style="list-style-type: none">Assisted in presenting audio and visual presentations of the programAssisted in ensuring proper program flow on event properUshered hosts and speakers in their timing within the event	

Member - Creatives Committee

Project Iridescence - CSSEC General Assembly	August 2025
Cham Along With Us - CS Cluster Orientation	July 2025
Vivant - BAHAGHARI 2nd General Assembly	January 2022
LEAD Series: The Imagined Future	September 2021
<ul style="list-style-type: none">Produced presentation slides for the event with the given branding kitAssisted in crafting graphics for social media posts	

SKILLS AND INTERESTS

Professional

Detail-Oriented
Project Management
Communication
Collaboration
Leadership

Functional

Technical Writing
Proofreading
Researching
Copy Reading and Editing

Programming and Technical

Frontend Development
UI/UX Design
Quality Assurance

Administrative Tools

Microsoft Office: Word, PowerPoint, Excel
Google Workspace: Docs, Slides, Sheets, Drive, Forms, Gmail
Canva
Figma
Github
OBS Studio
Visual Studio Code