

Contact HR Consultant for CV No: 340291

E-mail: response@gulfjobseekers.com

Website: <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php>

**OBJECTIVE:**

To become a part of a well built organization wherein a job would be challenging to utilize my abilities and to enhance my knowledge by taking opportunities to learn and grow more as an individual.

**PROFESSIONAL PROFILE**:

* Hard working and determined
* Honest and reliable
* Enjoys keeping myself busy and put extra efforts in my tasks
* Having a good communication skill on both oral especially in written
* Strives to always keep a positive attitude to learn quickly
* Adapts efficiently to my working environment
* Integrate with colleagues and customers to develop valuable friendship.
* Initiative to comprehend instructions
* Promptly do a certain task.

**TECHNICAL SKILLS:**

* Basic CCTV installation
* Computer repair (formatting, virus removal, LCD changing, etc)
* Android phone upgrading
* Photo, Video and Music editing
* LAN/ WAN, troubleshooting

**SECONDARY SKILLS:**

**Applications**: MS Office (Word, Powerpoint, Excel), Adobe Photoshop **Operating System**: Windows (7, 8,10, XP)

**EDUCATIONAL PROFILE:**

**Information Technology-2 years course**

STI College

Novaliches, Quezon City, Philippines

Year Graduated : 2011

**Secondary Education**

San Guillermo National High School

Burgos, San Marcelino Zambales Philippines

Year Graduated : 2009



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**WORK EXPERIENCE:**

* **GLOBALTECH INDUSTRIAL CORPORATION Manila, Philippines**

**May 2015 – Dec 2016 Globe Trainer**

**Job Responsibilities:**

* + Conduct on-site training of technicians/trainees for 3 days on different areas in North Luzon
	+ Assess training needs and requirements
	+ Prepare instructor materials (course outlines and training aids)
	+ Perform lectures and hands on activities such as setting up a computer and establishing a successful internet connection, perform on-site troubleshooting of internet connectivity
	+ Ensure quality and consistency of course content
	+ Monitoring and reviewing the progress of trainees through questionnaires
	+ Continuously enhance delivery and presentation skills
	+ Letting the trainees evaluate the trainer’s teaching performance
	+ Coordinate, report and updates the company regarding the completed training
	+ Attending sales meetings and meeting the client
	+ Determining a client's business requirements and whether the products being considered are suitable
	+ Decide whether the software or hardware needs adapting to meet the client's needs
	+ Answering any technical questions, the client might have (network configuration, firewall, email, anti-virus, etc.)
	+ Presenting your findings to a technical team to act on, and then to the client

***Scope of Technical Training:***

**Level I- Installation and Repair**

**Level II**- **Basic Networking**

Networking Fundamentals Multi-Static IP Configuration Port Forwarding Configuration

**Customer Service Excellence**



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* **IPLUS INTELLIGENT NETWORK INC. November 2011 – September 2012 Technical Support Representative**

**Job Responsibilities:**

* + Provide accurate and timely diagnosis customer experienced technical problems
	+ Provide support on service request and billing
	+ Resolve or escalate problems and service request
	+ Ensure high level of customer satisfaction through consistent timely responses and feedbacks
	+ Complying with training and demonstrate skills which complies with set of standards

**TRAININGS ATTENDED:**

* **NEXUS Information Technology Training Center**

Course: 200-120 CCNAX Interconnecting Cisco Network Date : 14 – 18 October 2013

* **FAR EAST MARITIME FOUNDATION INC.**

Course: BASIC SAFETY TRAINING Date : 9 – 19 June 2014

* **FAR EAST MARITIME FOUNDATION INC.**

Course: SHIP SECURITY AWARENESS TRAINING AND SEAFARERS WITH

DESIGNATED SECURITY DUTIES Date : 20 – 20 June 2014

* **FAR EAST MARITIME FOUNDATION INC.**

Course: CROWD MANAGEMENT, PASSENGER SAFETY AND SAFETY

TRAINING FOR PERSONNEL PROVIDING DIRECT SERVICES TO

PASSENGERS IN PASSENGERS SPACES Date : 25 – 26 June 2014

* **GLOBE TELECOMMUNICATION**

Course: LEVEL 1 TRAINING

Subscriber Line Installation & Repair, Up Your Service & Safety Date : 9 – 11 June 2015

* **GLOBE TELECOMMUNICATION**

Course: LEVEL 2 TRAINING

Basic Networking & Up Your Service Date : 1 – 3 September 2015

* **EASY PC COMPUTING INC.**

Course: CCBOOT DISKLESS Date : 14 August 2016



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**PERSONAL BACKGROUND:**

 Civil Status : Single

 Religion : Roman Catholic

 Birth date : March 13, 1992

 Language Spoken : Filipino,English and Ilocano

 Nationality : Filipino

 Visa status : Visit Visa

*I hereby certify that the above statements are true and correct to the best of my knowledge, and that will be held liable for any legal statement stated herewith.*



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