



# Rizel Mari L. Yson

## Profile

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To obtain a position that would best fit my qualifications and work with interest and commitment to develop my knowledge and abilities for the success and improvement of my profession especially in the corporate world.

## Skills

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- Proficient in MS Office Applications (Word, and Power Point), Macromedia MX applications (Dreamweaver, Flash), and familiarity with other software.
- Capable in Eclipse (ADT Bundle) MS Access. Knowledgeable in Python, PHP, HTML.
- Basic knowledge in Networking Management (CISCO)
- Can communicate well in Tagalog or English
- Willingness to learn and eager to expand knowledge in any aspect
- Good decision making skills, resourceful, attentive, punctual, respectful and well-mannered.

## Work Experience

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**June - September 2016 | Technical Support | OJT**

CENTRO ESCOLAR UNIVERSITY - MENDIOLA

ICT Department

- Performed various administrative functions, including filing paperwork.
- Devoted special emphasis to punctuality and worked to maintain an outstanding attendance record, consistently arriving to work ready to start immediately.

## Contact

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604#E J. Wright St., Brgy.  
Batis, San Juan City, 1500,  
Philippines



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## Education

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### Primary

2002 – 2007

JOSE RIZAL UNIVERSITY

Shaw Boulevard, Mandaluyong City

### Secondary

2007 – 2012

JOSE RIZAL UNIVERSITY

Shaw Boulevard, Mandaluyong City

### Tertiary

2012 - 2018

CENTRO ESCOLAR UNIVERSITY

Mendiola, Manila

- BS in Information Technology