

Owen Lourd L. Ravina

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SUMMARY

Enthusiastic, work-driven, and aspiring an overall IT Specialist for any kind of work related to technology and ultimately contributing to the technical industry.

EXPERIENCE

E-Library BIR | Work Immersion Encoder

Polomolok, Philippines | **March 2021 - Apr 2021**

The Bureau of Internal Revenue is a revenue service for the Philippine government which is handling the quarterly income tax return of the workers.

- Encoding of tax return form to the system

GYOCC.ONLINE | Software Analyst

General Santos City, Philippines | **Apr 2024 - Nov 2024**

GYOCC.ONLINE is the first web management system for Gensan Youth Orchestra and Choir Corporation delivering appointment booking, lesson scheduling, and concert/performance ticket management.

- Streamlined the system functionality to meet the company's expectation.
- Examined the documentation for its accuracy to the system.
- Establish a proper and efficient solution to the system possible future problems.

CMO-ICTD | Administrative Aide Intern

General Santos City, Philippines | **Jan 2025 - May 2025**

CMO-ICTD is the Information Communication Technology Division of City Mayors office that handle the maintenance and connectivity of the operation of the whole LGU General Santos City.

- Assisted in document handling and also troubleshooting of servers which makes the work of the LGU more efficient in case of a problem in connection in the Archives
- Monitored the connectivity of the connection of the offices to the servers and internet.
- Assisted in setting up of Lan connectivity in each office in the Investments Building that are recently renovated in the period of Jan 2025 – May 2025.
- Lead other OJT students in handling offices as advised by our supervisor for efficient and seamless cooperation

EDUCATION

STI College, General Santos City

2021 - 2025

B.S. Information Technology

- Relevant Capstone: A Web Management System for Gensan Youth Orchestra & Choir Corporation

Polomolok National High School, Polomolok

2015 - 2021

TVL-Information Communication Technology

- Relevant Thesis: Advantages and Disadvantages of proper software and hardware training to the students

SKILLS & INTERESTS

Hardware: Set up, Troubleshooting, Network Maintenance, PC Assembly & Repair

Software: Python, Java, C#, DBSQL, MS Office, Google Workspace

Languages: English, Tagalog, Bisaya

REFERENCE

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