

Mel Mathew Perez Albason

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• 14 Lovebird St. Sitio Veterans Brgy. Bagong Silangan Q.C

OBJECTIVE

Motivated Bachelor of Science in Information Technology student seeking opportunities to apply technical skills in troubleshooting, networking, and software development. Eager to contribute to organizational success while continuously learning and improving

TECHNICAL SKILLS

- **Typing Speed:** Fast and Accurate Typing (80–90 WPM)
 - **Programming & Web:** Knowledge about PHP, Javascript, Github, MYSQL, HTML, CSS, Copilot, TailwindCSS, VSCode, Cisco Packet Tracer
 - MS Office Suite (Advanced Excel/Word/PowerPoint)
 - **Mobile Device Repair:** LCD/Screen replacement, Battery replacement, and Charging Port repair.
 - **Other:** Network Setup and repair (Wi Fi, Lan etc.)
 - Troubleshooting
 - Software installation and support
 - Knowledge about Sketchup, Canva and other AI platforms
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WORK EXPERIENCE

Bulla Crave Laundry Machine Trading (Citiplaza 1, QC) | 2025 – 2026 Intern / IT Interior Designer

- Utilized SketchUp to design and develop layout proposals for laundry business applicants.
- Designed and developed trifold brochures using Canva and other creative platforms.

Dulalia Family Medical Services Inc. (Caloocan, QC) | 2025 – 2026 Intern IT Programmer / Encoder

- Performed high-volume, precise data entry and encoding using MS Excel.
- Developed and implemented automation solutions to streamline the encoding process and enhance operational efficiency.

EDUCATION

- **Bachelor of Science in Information Technology (Graduate)** *Quezon City University Sam Bartolome Campus GPA: 1.45 (2022 - 2026)*
- **Senior High School South East Asia Institute of Trade And Technology, BDO Center, Regalado Hwy, Quezon City (2019-2021)**
- **Secondary Education Bagong Silangan High School (2014-2018)**
- **Primary Education Bagong Silangan Elementary School (2007-2013)**

CERTIFICATIONS

- **Cisco Networking Academy Program: Introduction to Cybersecurity**
September 26, 2025
- **Tech-Preneurship: Empowering CCS Student for Innovative Ventures**
August 27, 2024 at Quezon City University
- **CyberSafety Seminar, with RCQC MediaTech and Maralabs**
March 07, 2025 at Quezon City University
- **Navigating the Digital Frontier: Trends, Innovation, and Cybersecurity in the Modern IT Landscape**
December 05, 2023 at Quezon City University Auditorium