

ALLEN C. QUIROS

 Mahayahay, Maslog, Danao City 6004

 09773242452

 quirosallen29@gmail.com



OBJECTIVE

To make use of my interpersonal skills to achieve goals of a company that focuses on customer satisfaction and customer experience.

SKILLS AND QUALIFICATIONS

- Proficiency in using Microsoft Office Applications, such as Word, Excel, PowerPoint and Publisher
- Computer and Internet Skills
- Video Making and Graphics Editing Skill
- Good communication skills
- Mathematics
- Speak in front of large people
- Ability to work under pressure
- A team player and willing to be trained
- Able to create wise decisions
- Adaptable
- Ability to manage time well
- Confident

PERSONAL INFORMATION

Gender	Male
Civil Status	Single
Birthday	September 29, 2000
Birthplace	Cebu City
Religion	Roman Catholic
Nationality	Filipino



EDUCATIONAL BACKGROUND

College **2019 - Present**
Cebu Technological University – Danao Campus

Senior High School **2017 – 2019**
Ramon M. Durano Sr. Foundation – Science & Technology Education Center
Academic Strand – Science, Technology, Engineering, and Mathematics

Junior High School **2013 - 2017**
Beatriz D. Durano Memorial National High School

Elementary School **2007 - 2013**
Danao City Central School



ACHIEVEMENTS

Affiliations

Member, Institute of Computer Engineers of the Philippines-Students Edition **2019 - Present**

President, Institute of Computer Engineers of the Philippines-Students Edition **2019 - 2020**

COEn Representative, Future Science and Technology Leaders of the Philippines **2020 – Present**

Auditor, Engineering Society - College of Engineering **2020 – Present**

Member, Altar Server Ministry – Sto. Tomas de Villanueva Parish Danao

Secretary, Altar Server Ministry – Sto. Tomas de Villanueva Parish Danao

Vice-President External, Sto. Tomas de Villanueva Parish Youth Coordinating Council **2019 – Present**

Assistant Chairman, Service Committee Vicaritae Sto. Tomas de Villanueva Parish Youth Coordinating Council **2021 – Present**

Head, Social Communication – Sto. Tomas de Villanueva Parish Danao **2021 – Present**

Academic Achievements

With Honors	Grade 10	(S.Y. 2016 – 2017)
With High Honors	Grade 11	(S.Y. 2017 – 2018)
With High Honors	Grade 12	(S.Y. 2018 – 2019)
Dean’s Lister	College	(S.Y. 2019-Present)

REGIONAL		
Regional Schools Press Conference		
• Radio Broadcasting – Filipino	Qualifier	2015 & 2018
Regional Festival of Talents		
• TechOlympics (Computer System Servicing)	1 st Place	2016
• TechOlympics (Computer System Servicing)	Qualifier	2017 & 2018
Regional Science and Technology Fair		
• SIP (Robotics Intelligent Machine)	3 rd Place	2018
NATIONAL		
National Festival of Talents		

• TechOlympics (Computer System Servicing)	5 th Place	2016
DepEd Cyber Expo 2019		
• National ICT Achiever's Award	Awardee	2019
INTERNATIONAL		
World Innovative and Technology Challenge 2019		
• Student Symposium & Robot Games	1 st Place	2019



Work Experience

- Free-lance Video Editor and Graphics Designer
- Work Immersion (80 hours)
Danao City LGU – Electronic Data Processing Office 2019
Poblacion, Danao City



CHARACTER REFERENCE

ENGR. JAYSON G. BAYOGO

Dean, CTU - College of Engineering

09171656705

ENGR. CHONA R. DAGATAN

Chairman, CTU - BSCpE Department

09956197539