

HASAN P. HADJI MALIC

Zone 11, Baybay, Lower Jasaan,
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CAREER OBJECTIVE

A position that would require my knowledge and skills as I learned from my studies, challenges in gaining experience and can provide high opportunities for future growth.

To excel in my field through hard work, research skills and perseverance. To serve my parents, and my country with the best of my abilities

PERSONAL INFORMATION

Born on April 30, 1994 – Jasaan, Misamis Oriental, Philippines, Male, Single. I have good command communication skills both oral and written (English & Filipino). Able to learn quickly, demonstrate flexibility and persistence. Dependable, analytical and hardworking; Can work independently and as a team.

EDUCATIONAL BACKGROUND

Bachelor of Science in Information Technology

University of Science and Technology of Southern Philippines – Jasaan Campus
(Formerly Mindanao University of Science and Technology)
Batch 2015

EMPLOYMENT HISTORY

ICT Staff / Graphic Designer

University of Science and Technology of Southern Philippines
Jasaan Campus, Jasaan, Misamis Oriental
November 2016 - Present

- Maintenance and Troubleshooting of Computers and it's peripherals both software and hardware.
- Office Works/Department Clerical Work
- Technical Support
- Layout a design for marketing and posting in our FB Page.
- Take picture of all activities in school for documentation.
- Assist faculty in ICT concerns and webinar through Webex
- Other jobs given by the Director/Supervisors.

Office Staff/ IT Personnel/Graphic Designer

RI Chemical Corporation

Nahalinan, Lower Jasaan, Jasaan Misamis Oriental

June 2015 – October 2016

- Maintenance and Troubleshooting of Computers and it's peripherals both software and hardware.
- Making of Job Order request form (weekly)
- Graphic Designer/Layout Artist
- Technical Support
- Office Works/Department Clerical Work
- Provide detailed design drawings to support construction and infrastructure projects.
- Check tolerance, dimension and measurements of equipment/structure.
- Document designs and provide associate drawings.
- Data Encoding
- Other job given by the manager/supervisor.

CHARACTER REFERENCE

DR. RUEL S. SALVADOR, REE, DTE

University Campus Director

University of Science and Technology of Southern Philippines

Jasaan Campus, Jasaan Misamis Oriental

ruel.salvador@ustp.edu.ph

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ENGR. ROSGAR G. TOMAS

Maintenance Supervisor

RI Chemical Corporation

Jasaan Campus, Jasaan Misamis Oriental

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I hereby certify that the above information are true and correct.


HASAN P. HADJI MALIC
Applicant