

JOSE CARLOS Q. MUDLONG

73 Santarina St., Aduas Centro, Cabanatuan City, Nueva Ecija 3100, Philippines

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Nickname: JC, Carlos
Age: 30
Date of Birth: June 25, 1991
Civil Status: Married
Height: 165cm
Weight: 70 kg
Language Spoken: EN, FIL
Nationality: Filipino

OBJECTIVES

- To be involved in a country where people have better access to excellency.
- To apply and widen my knowledge and skills in the areas of leadership computer aided designing, programming, and engineering management in a dynamic country to further enhance myself and secure a better future.

PROFESSIONAL SKILLS

- Clerical Skills
- Technical Support & Solutions
- Security Camera System Management (CCTV)
- Advance Software/Hardware Management
- System and Database Management
- Engineering Management, Technical & Teaching Skills
- Knowledge in OS (Linux, Windows, Android)
- Professional Photo/ Video/ Audio Editing
- Professional Graphic Designing
- Intermediate Computer Programming (JAVA, C++, C#, Turbo C, Visual Basic/.net, Assembly Language)
- Computer Virtualization, Networking and Cisco
- Basic Micro-Controller/Microprocessor Management
- Software Engineering/ System Management
- Web Designing & Development (HTML, CSS, PHP)
- Basic Autocad, Basic Software Development
- Audio/Video Hardware Setup (Projector, Multiscreen, Hifi)

EDUCATIONAL ATTAINMENT

Graduate School: Araullo University

Master of Arts in Public Management
2022
Cabanatuan City, Philippines 3100

College: AMA Computer College

BS in Computer Engineering Graduate
2014
Cabanatuan City, Philippines 3100

Civil Service Exam 2018 Passer

Professional Level

OTHER SKILLS

- Proficient with Microsoft Office (Word, Excel, Powerpoint), Adobe Creative Suite, Corel Draw Graphic Suite or any equivalent.
- Basic Cellphone/ Smartphone troubleshooting (Symbian, Android, Windows)
- Photography/Videography skills
- Electromechanical Equipment / Machine Operator
- Printing Jobs & Large Format Printing
- Driving (Philippine Professional Driver's License [1,2])

KEY STRENGTHS

- Team Player
- Hardworking
- Flexible and willing to work overtime / Time shift
- Eager to learn and train
- Fast Learner
- Technology Enthusiast
- Resourceful

WORKING EXPERIENCE

Administrative Officer II

(Sept. 2020 - Present)
Philippines National Government
Department of Education
Cabanatuan City, Philippines

Provincial Community Development Officer II

(March 2019 - December 2019)
Philippines National Government
Department of the Interior and Local Govt.
Cabanatuan City, Philippines

Associate Customer Support - Internet

(June 2018 - Dec 2018)
Sutherland Global Services Phils.
Berthalphil II, Clark, Pampanga

IT Administrator

(Dec 2016 - Nov 2017)
Crew Art Production, Ajman, UAE

IT Executive Officer

(Dec 2015 - Dec 2016)
911 Security Services LLC, Dubai, UAE

Computer Subjects Instructor

Elementary & High School
(Jun 2014 - Jun 2015)
S.Y. 2014-2015, Christian Faith Montessori Phil.

Supports Engineer - OJT

2012, AMA Computer College Phil.

Graphic Artist / Advertisement Designer

Computer Technician / Web Designer
2007 - Present, Freelance