



SHEENA P. SALERA

📞 09563458906

✉️ sheenasalera3@gmail.com

📍 Davao City, Philippines

PERSONAL SKILLS

- **COMPUTER PROFICIENCY**
- **SPEED AND EFFICIENCY**
- **CREATIVITY**
- **MICROSOFT OFFICE**

LANGUAGE SKILLS

- **ENGLISH**
- **FILIPINO**

PROFILE INFO

Bachelor of Science in Information Technology 4th year student at University of Mindanao. Computer literate and Internet proficient. Have skills on database management.

EDUCATION

TERTIARY

BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY UNIVERSITY OF MINDANAO

- University of Mindanao Dr, Talomo, Davao City, Davao del Sur
- Microsoft Technology Associate (MTA) Certification Holder (2019)

SECONDARY

SENIOR AND JUNIOR HIGH SISTERS OF MARY SCHOOL - GIRLSTOWN, INC.

- J.P. Rizal St., Talisay City, Cebu
- 2012-2017

EXPERIENCE

2021

COMMISSION-BASED WEBSITE & GRAPHIC DESIGNER/ DIGITAL ART

- Earned income by doing web design, logo making, digital art by accepting art commissions.

Feb 2023

INTERNSHIP INFORMATION TECHNOLOGY

- Data Validator at Inriver
- Technical Support - ICT University of Mindanao

March 2023

FREELANCING CREATIVE VA | VIDEO EDITOR

- Part-time Video Editor of Digital Savvy VS

CERTIFICATES

MTA CERTIFICATE MICROSOFT TECHNOLOGY ASSOCIATE (MTA) CERTIFICATION HOLDER

CSS NC2 COMPUTER SYSTEM SERVICING NC2 (2023)