

# GIAN CARLO E. MANUEL

San Fernando, Pampanga | [gianmanuel0211@gmail.com](mailto:gianmanuel0211@gmail.com) | [manuelgian.github.io/myportfolio/](http://manuelgian.github.io/myportfolio/)

## SUMMARY

A fresh graduate and aspiring web and UI designer. I'm still beginning my journey, learning the basics and improving every day. I am eager to share and apply my newly gained abilities and knowledge in support of the organization's ideals, mission, and vision. I have a special interest in acquiring more knowledge through real-life experiences that contribute to both my personal and professional growth.

## PROFESSIONAL EXPERIENCE

Internship, Sort Outsourcing Solutions Inc.

Jul 2024 - Oct 2024

- IT Staff Support:** Provided beginner technical support by troubleshooting hardware, software, and network issues, ensuring smooth daily operations.
- Marketing:** Assisted in developing and managing digital marketing campaigns, including content creation and social media management.
- HR/Admin:** Supported recruitment and administrative tasks, including resume screening, interview scheduling, and maintaining employee records.

## SKILLS

HTML / CSS	Wordpress	Editing
Wireframe / Mockup	Web Design	

## EDUCATION

Bachelor of Science in Information Technology with Area of Specialization in Web Development

Jul 2021 - Apr 2025

Holy Angel University | Angeles City, Pampanga

Junior High School & Senior High School (STEM Strand)

Jun 2015 - Jul 2021

Our Lady of Fatima University - Pampanga | San Fernando, Pampanga

## ADDITIONAL INFORMATION

- Languages:** English, Filipino
- Certifications:** Google Analytics Certification, JavaScript Essentials I
- Awards/Activities:** Dean's Lister (Holy Angel University), Member of Code Geeks Organization (Holy Angel University)
- Interests:** Music, Film, Graphic Design, Digital Marketing, Multimedia Design

## CONTACT INFORMATION

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