

Eljhon Khyle Balderama

+63 9362393651 • eljhonkhyle@gmail.com • Baroy, LDN

OBJECTIVE

A proactive Computer Science graduate with experience in technical support, data management, and web development. I am committed to applying my skills to ensure efficient system performance, accurate data management, and adherence to company protocols.

CORE COMPETENCIES

- Data Management & Documentation
 - Attention to Detail
 - Communication Skills
 - Technical Support & Troubleshooting
 - Hardware & Software Maintenance
 - Flexibility and Adaptability
-

EXPERIENCE

Havoc Properties

January 2025 - March 2025

Frontend Developer

- Designed and developed a fully responsive real estate website, ensuring optimal performance across mobile and desktop devices.
- Built and implemented new features using React.js, and EmailJS, enhancing site functionality and user experience.
- Integrated EmailJS for seamless referral email handling, improving lead generation and communication.
- Optimized UI/UX based on best practices and user feedback, improving accessibility and engagement.

Skills Learned:

- React.js, Vite, EmailJS, Responsive Design, UI/UX Optimization, State Management, Git, API Integration
-

Eljhon Khyle Balderama

+63 9362393651 • eljhonkhyle@gmail.com • Baroy, LDN

Provincial General Services Office

February 2024 - June 2024

Data Entry Intern

- Review data for errors or missing information and correct inconsistencies.
- Maintain and organize electronic and paper files.
- Generate reports and ensure data accuracy.
- Perform regular backups to ensure data preservation.
- Communicate with team members to ensure data entry tasks are completed on time.

Skills Learned:

- Typing speed & Accuracy, File Organization & Naming Conventions, Microsoft Office Suite (Excel, Word, Outlook), Google Workspace (Sheets, Docs, Drive)
-

Municipal Disaster Risk Reduction and Management Office

January 2018 - May 2018

Technical Support Intern

- Diagnosed and fixed hardware issues such as printer malfunctions and computer hardware failures, minimizing user downtime.
- Identified and resolved network connectivity issues, ensuring uninterrupted access to critical resources for users.
- Troubleshoot issues with peripheral devices such as scanners, projectors, and external hard drives, enabling seamless integration into users' workflows.

Skills Learned:

- Troubleshooting, Attention to Detail, Analytic Reasoning, Customer Service
-

EDUCATION

College

Christ the King College de Maranding Inc.
Bachelor of Science in Computer Science

Junior High School

Santo Niño Academy Baroy Inc.

Senior High School

Santo Niño Academy Baroy Inc.
General Academic Strand

Primary

Baroy Central Elementary School

Eljhon Khyle Balderama

+63 9362393651 • eljhonkhyle@gmail.com • Baroy, LDN
