ALBERTO D. CUSTODIO JR.

San Isidro, Mahaplag, Leyte, Philippines | aljuncustodio5a@gmail.com | +639983506613

Skills

- Proficiency in Statistical Software
- Critical Thinking and Problem Solving Skills
- Data Analysis and Visualization
- Communication Skills
- Attention to Detail
- Proficiency in Microsoft Office Applications

Education

VISAYAS STATE UNIVERSITY – MAIN CAMPUS   **August 7, 2024**
Brgy. Pangasugan, Visca, Baybay City, Leyte, Philippines, 6521
Bachelor of Science in Statistics

Experience

Freelance Statistician   **Brgy. San Isidro, Mahaplag, Leyte**
December 2023 – Present

- Data consultation for designing experiments, surveys, or other methods to gather and analyze data.
- Data analysis utilizing statistical software to organize, clean, validate assumptions, and analyze data.
- Reporting the statistical findings and implications of the study to the clients in layman's terms.

PHILIPPINE STATISTICS AUTHORITY – SOUTHERN LEYTE   **Maasin City, Southern Leyte**
Administrative Aide   **October 21 - December 31, 2024**

- Organized and labeled HR files and records.
- Prepared Special Orders and certificates of employment.
- Responsible in ensuring documents and records of different processes are in place.
- Assisted in the preparation of survey materials of statistical researchers and documents of employees.
- Performed and assisted other administrative functions in the office and as assigned by the supervisor.

PHILIPPINE STATISTICS AUTHORITY – LEYTE   **Tacloban City, Leyte**
Statistical Researcher   **September 9 - 23, 2024**

- Responsible for gathering and compiling data from different surveys.
- Assisted in the development and implementation of surveys and ensuring data accuracy.

PHILIPPINE STATISTICS AUTHORITY – LEYTE   **Tacloban City, Leyte**
Student Intern   **July 3, 2023 – August 4, 2023**

- Data entry of the annual gross income, revenue, and sales of establishments in Agriculture, Forestry, and Fishing (AFF) and Mines and Quarrying (MAQ) industries in Leyte.
- Cross-checking, updating the system data reference files, and data entry of the different surveys conducted by the PSA, such as the Quarterly Municipal Fisheries Survey (QMFS), Backyard Livelihood Poultry Survey (BLPS), Farm Prices Survey (FPS), etc.

Trainings and Certification

Fundamentals of Statistics with Microsoft Excel
Data Analytics Philippines   **August 5, 2024**
- Cleaned and prepared data for analysis.
- Performed calculations and data manipulations.
- Created informative and interactive dashboards to communicate findings.

Data Entry Fundamentals and Reporting Techniques using Microsoft Excel
Xcel Hub Training Services   **August 3 - 4, 2024**
- Efficiently input and organize data using essential tools and features in Microsoft Excel and Google Sheets.
- Applied formulas, created charts, and using pivot tables to analyze and visualize data, as well as generating automated report.

Business Intelligence with Power BI (Technical Intensive Program)
Department of Information and Communications Technology   **July 18, 2024**
- Prepared and transformed the sales dataset, composed of revenue, units sold, profit, etc., broken down according to fiscal year, category, business type, and country.
- Modeled and analyzed data to discover patterns and trends.
- Visualized data-driven insights through dashboard.

Basic Programming of the Multiple Income Creating Project (MICP)
DepEd, Province of Leyte   **January - February 2016**
- Learned foundational programming skills essential for developing ICT-based projects.
- Developed fundamentals of project development, including basic coding, troubleshooting, and the integration of ICT tools.