

Jhon Bert M. Gotis

Brgy. San Jose, Ormoc City, Leyte 6541

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About Me

I am an experienced IT professional with solid skills in administrative duties, project management, network security, system maintenance, and troubleshooting. I am dedicated to ensuring smooth and secure IT operations by solving technical problems efficiently and managing projects effectively. I aim to contribute to the organization's success through reliable and innovative IT solutions.

Personal Information

Full Name:	Jhon Bert Mantos Gotis
Age:	23
Date of Birth:	May 24, 2001
Place of Birth:	Quezon City, NCR
Religion:	Roman Catholic
Nationality:	Filipino
Civil Status:	Single
Languages:	English, Tagalog, Cebuano

Educational Background**Bachelor of Science in Information Technology (2019 - 2023)**

Cum Laude

Eastern Visayas State University, Ormoc City

Senior High School - TVL ICT (2017 - 2019)

With Honors

Ormoc City Senior High School (Stand Alone 1), Ormoc City

High School (2013 - 2017)

Genaro B. Lureñana National High School, Ormoc City

Elementary (2007 - 2013)

San Jose Elementary School, Ormoc City

Work Experience

MIS and Network Support Staff

City College of Ormoc

LGU - Job Order (September 2023 – December 2024)

IT Computer Laboratory Specialist Trainee

Saint Peter's College Ormoc Inc.

On-the-job training (486 hours, March – June 2023)

IT Computer Laboratory Specialist Trainee

STI College Ormoc

On-the-job training (March 2019)

Certifications & Training

- **Basic Occupational Safety and Health Safety Officer 1 Training**
- **Civil Service Certification of Eligibility** – Presidential Decree No. 907
- **Cybersecurity Proficiency Improvement Training (CPIT):** Cybersecurity Attack Frameworks, DICT Region IV-A, in partnership with USAID-BEACON
- **How to Use Cybersecurity Attack Frameworks** - USAID BEACON and DICT
- **Safer Internet Day Webinar:** "CTRL + Inspire: Influence Wisely, Navigate Safely" – DICT Region VIII
- **CCNAv7: Introduction to Networks** - Cisco Networking Academy, 2021
- **CLA: Programming Essentials in C** – Cisco Networking Academy, 2020

Awards and Achievements

- **Certificate of Merit Cum Laude** in Bachelor of Science in Information Technology, 2023
- **LGU – Ormoc Scholarship Grant Completion**
- **Mayor's Academic Excellence Award**, 2023
- **On-the-Job Training Completion** - Saint Peter's College Ormoc Inc., 2023
- **Cisco® CyberOps Associate Course Completion**
- **CyberOps Associate Credential**, 2022
- **Cisco® CCNAv7: Introduction to Networks Course Completion**, 2021
- **With Honors** in Technical-Vocational Livelihood - ICT, 2019
- **National Certificate II** in Computer Systems Servicing, 2019

Key Skills

- **Administrative Skills**
- **Project Management**
- **Network Security**
- **System Maintenance**
- **Network Administrator**
- **Troubleshooting**
- **Graphic Designing**

Why choose me?

- **Passionate and committed to delivering exceptional results every time**

I certify that the above information is accurate and correct to the best of my knowledge.

JHON BERT M. GOTIS

Applicant