



JEFFREYO. ROCAFORT

IT Professional

DETAILS

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📍 San Benito Lipa City Batangas

EDUCATION

Bachelor of Science in Computer Science

Kolehiyo ng Lungsod ng Lipa
2018 - 2019

TECHNICAL SKILLS

HARDWARE:

- COMPUTER TROUBLESHOOTING & UPGRADES
- PRINTERS, MODEMS, AND ROUTERS
- RASPBERRY PI & ARDUINO COMPONENTS

SOFTWARE:

- OS INSTALLATION & CONFIGURATION (WINDOWS, LINUX, UBUNTU)
- PROGRAMMING: PHP, HTML, JAVASCRIPT, C++, C#
- DATABASE MANAGEMENT: MYSQL
- MICROSOFT OFFICE 365 & GOOGLE WORKSPACE
- WEB & DESKTOP APPLICATION DEVELOPMENT
- MULTIMEDIA TOOLS: ADOBE PHOTOSHOP, CANVA, POWER DIRECTOR
- PROXMOX MANAGEMENT
- CLOUDFLARE TUNNEL CONFIGURATIONS

PROFESSIONAL SUMMARY

Experienced and adaptable IT Professional and Full-Stack Developer with a strong background in technical support, system development, and IT infrastructure management. Skilled in diagnosing and resolving hardware, software, and network issues while also designing and developing web-based systems and applications. Proficient in building efficient, scalable solutions and providing reliable user support. Committed to continuous learning, innovation, and improving operational efficiency through technology.

PROFESSIONAL EXPERIENCE

IT OFFICER

2024 - 2026

EDUSTRI HIGH SCHOOL BY FEU & TIP
LIPA CITY BATANGAS

- Develop and Implement Systems
- Managed and maintained IT infrastructure, including servers, networks, and end-user devices.
- Administered Office 365, Gmail, and Canvas LMS systems for the school.

IT TECHNICAL SUPPORT

2022 - 2024

EDUSTRI HIGH SCHOOL BY FEU & TIP
LIPA CITY BATANGAS

- Provided technical support for hardware, software, and network issues, ensuring minimal disruptions.
- Managed and maintained IT infrastructure, including servers, networks, and end-user devices.
- Administered Office 365, Gmail, and Canvas LMS systems for the school.
- Developed custom solutions such as:
 - Booking System for Laboratories.
 - Clinic Management System (PHP, HTML, MySQL).
- Designed and generated employee and student IDs.
- Delivered user training programs to enhance system adoption and usage.

NETWORK:

- NETWORK CONNECTIVITY & TROUBLESHOOTING
- VLANS, TCP/IP, DHCP, ACTIVE DIRECTORY
- LAN/WLAN CABLING, ROUTER & SWITCH CONFIGURATION
- NETWORK MONITORING & FILE SHARING

CORE COMPETENCIES:

- NETWORK CONNECTIVITY & TROUBLESHOOTING
- VLANS, TCP/IP, DHCP, ACTIVE DIRECTORY
- LAN/WLAN CABLING, ROUTER & SWITCH CONFIGURATION
- NETWORK MONITORING & FILE SHARING

PROJECTS:

- ITS HELPDESK TICKETING SYSTEM
- RFID ATTENDANCE SYSTEM
- LIBRARY MANAGEMENT SYSTEM
- MARKETING MANAGEMENT SYSTEM
- LABORATORY BOOKING SYSTEM
- CLINIC MANAGEMENT SYSTEM
- INVENTORY MANAGEMENT SYSTEM
- VEHICLE TRIP TICKET SYSTEM
- LOCKER MANAGEMENT SYSTEM

SALES & PROJECT CONSULTANT STAFF 2018 - 2019 JAG ELECTRONICS ENTERPRISE

LIPA CITY BATANGAS

- Assisted students with AI-based capstone projects and Arduino programming.
- Innovated and created strategies to boost sales and customer engagement.
- Organized inventory and prepared collection reports.

TELLER

COSTUMER FRONTLINE SOLUTION (PLDT)

2019 - 2022

LIPA CITY BATANGAS

- Managed daily cash handling and reconciliations with high accuracy.
- Addressed customer inquiries related to account management and transactions.
- Processed daily deposits and generated financial reports, including DDCTR and Daily Collection Summaries.

REFERENCES

NOEL R. BALITA

IT OFFICER

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