

# RENCY ALEEN ABUEG

## CONTACT

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0965 678 0629

## EDUCATION

Bachelor of Science in  
Information Technology  
Pamantasan ng Lungsod ng  
Marikina

Master of Business  
Administration  
Pamantasan ng Lungsod ng  
Marikina

## SKILLS

Adept in Google Drive and  
Microsoft Office

Proficient in using Adobe  
Photoshop, After Effects,  
InDesign

Knowledgeable in Video  
Designing using Adobe After  
Effects, Camtasia

Knowledgeable in Web  
Design using HTML,CSS,WIX

Knowledgeable in  
Programming using  
HTML,CSS, Visual Basic

Knowledgeable in Computer  
Troubleshooting

## PROFESSIONAL EXPERIENCE

### PSBANK FINANCIAL SPECIALIST

AXA Philippines / June 2019 - September 2020

### AMANG RODRIGUEZ MEMORIAL MEDICAL CENTER

Admin Assistant / September 2020 - June 2021  
IT Department:

- Troubleshooting (Hardware and Software)
- Encoding
- Graphic Designing

### CONTENT WRITER

Freelance / June 2020

SEO:

- [Super Sash Windows Review](#)
- [SEO Sample Work](#)
- [SEO Sample Work 2](#)

Travel Writing:

- <https://trip101.com/writer/rency>

Technical Writing:

- [Sample Writing | Technical Writing](#)
- [Sample Writing | Questionnaire](#)

Web Content

### GRAPHIC DESIGNER

Freelance / June 2020

- Color Grading
- Photo Manipulation
- Print Layout
- Advertisement
- UI Design
- Powerpoint Presentation

### VIDEO EDITOR

Freelance