



John Selwyn C. MACINAS

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PROFESSIONAL SUMMARY

I am a Versatile IT professional and Research Assistant with a robust background in full-stack web development, technical support, and data management. Proven track record of delivering client-tailored digital solutions as a freelancer while simultaneously supporting academic and government institutions with network infrastructure and administrative efficiency. Adept at hardware troubleshooting, database management, and streamlining workflows to ensure operational excellence.

CERTIFICATION

Career Service Professional
89.35%
Legazpi City, Philippines
2024

PROFESSIONAL EXPERIENCE

BICOL UNIVERSITY CENTER FOR POLICY STUDIES AND DEVELOPMENT
Research Assistant
Legazpi City, Philippines
2025

- Contributed to the implementation of a project under the program *BRACE for IMPACT* by providing technical assistance in data gathering and processing, information handling and file management.
- Streamlined data management by developing and maintaining a secure digital filing system, ensuring the strict integrity and accessibility of research databases.
- Curated comprehensive archives of field documents and project records to ensure organized data retrieval and long-term preservation.

BICOL UNIVERSITY COLLEGE OF SCIENCE
Intern
Legazpi City, Philippines
2025

- Sustained optimal laboratory performance by performing preventive maintenance and troubleshooting, ensuring 100% computer unit availability for student use.
- Executed network infrastructure upgrades by actively participating in the structured cabling and configuration of the college's computer facilities.
- Delivered effective technical support to faculty and students, managing the installation and configuration of hardware, operating systems, and software applications.

VARIOUS PRIVATE CLIENTS
Freelance Web Developer
Legazpi City, Philippines
2022 – 2024

- Engineered custom full-stack web applications by developing intuitive, responsive front-end interfaces and implementing robust backend logic with relational databases.
- Delivered client-tailored digital solutions by translating business requirements into technical specifications and ensuring the timely deployment of high-quality deliverables.
- Orchestrated end-to-end web deployment processes, including server configuration, domain management, and the seamless integration of third-party APIs and middleware.

VARIOUS PRIVATE CLIENTS
Freelance Computer Technician
Legazpi City, Philippines
2021 – 2024

- Restored critical device functionality by conducting in-depth hardware diagnostics, repairs, and software optimizations for a wide variety of computing systems.
- Executed custom desktop builds and performance upgrades tailored to specific client specifications and budgets.
- Maximized system efficiency and longevity by performing operating system reconfigurations and advising clients on strategic hardware improvements.

- Supported the Tech4ED digital literacy initiative by providing direct technical assistance and guidance to student users of the center.
- Executed administrative and clerical operations, including data organization, filing, and documentation, to assist the regional ICT staff.
- Facilitated daily office workflows by completing assigned logistical tasks and supporting the implementation of ICT outreach program activities.

EDUCATION

Bicol University College of Science
Bachelor of Science in Information Technology (Class of June 2025)

Legazpi City, Philippines
2020-2025

TRAINING

Digital Transformation Center Catanduanes
Javascript Essentials 1 | Technical | 40 Hours

DICT Region V, Philippines
03/2025

Digital Transformation Center Albay
Introduction to Modern AI | Technical | 6 Hours

DICT Region V, Philippines
02/2025

Digital Transformation Center Sorsogon
Introduction to Cybersecurity | Technical | 6 Hours

DICT Region V, Philippines
02/2025

Digital Transformation Center Albay
Computer Hardware Fundamentals | Technical | 6 Hours

DICT Region V, Philippines
01/2025

Civil Service Commission
2024 GovTalk | Foundation | 2 Hours

Legazpi City, Philippines
12/2024

CORE COMPETENCIES

- Integrity and Ethical Judgement
- Personal Accountability and Self-Management
- Change Management and Adaptability
- Innovative Thinking and Continuous Learning
- Critical Thinking and Informed Decision-Making
- Collaborative Teamwork
- Effective Verbal and Written Communication
- Client-Focused Service Delivery

TECHNICAL SKILLS

- Systems Analysis and Design
- ICT Systems Administration (Windows/Linux Server)
- Information Security Practices (Access Control, Data Protection, and Secure Configurations)
- Database Management (MySQL, PostgreSQL, and MS SQL Server)
- Basic Knowledge of Cloud Services (AWS, Azure, and Google Cloud)
- ICT Infrastructure Support and Troubleshooting
- Software and Hardware Installation and Maintenance
- Knowledge of Emerging Technologies (AI, IoT, Blockchain)
- IT Project Documentation and Report Writing
- Help Desk and Technical Support
- Advanced Spreadsheet Use
- Efficient and Advanced Work Suite Utilization

OTHERS

Languages: Filipino, English

Interests: Learning New Technologies, Computer Building, Networking