



# EZRAH GUALBERTO

An IT-Graduate with mid-entry level work experience specializing in IT, system administration, troubleshooting, and technical support. Adept at collaborating ideas with diverse IT teams to identify solutions for complex technical issues. Experienced with interacting with some clients or customers and providing an end-user support.

## Contact



09075814346



ezrahsuarezgualberto@gmail.com



[www.linkedin.com/in/ezrah-gualberto-01004a182/](https://www.linkedin.com/in/ezrah-gualberto-01004a182/)



B3 L6 Katipunan St., Jordan Heights Subdivision Brgy. Nagkaisang Nayon QC

## Education

● Bachelor of Science in Information Technology  
STI FAIRVIEW  
2013 - 2019  
Regalado Hwy, Quezon City

● On-the-Job Training  
ACM Business Solutions Inc.,  
2017 - 2018  
Unit 8888 Lemon Square Bldg. Muñoz Quezon City

## Experience

### Back Office Support

Concentrix - UPA Techno Hub QC    Sept 2019 - April 2020

- Provides support to the front office positions.
- Performs administrative duties such as inventory management, billing and organizing documents.
- Secure the personal information of our clients.

### Accounting Staff

ACM Business Solutions Inc. - Muñoz QC    Jun 2020 - Mar 2022

- Reconciliations of bank records for each branches.
- Check and monitor those deposits of each branches.
- Manage emails
- Top up the designated amount based on our branch's amount of deposits.

### App/Cloud Support Associate

Accenture Inc.,    May 2022 - Present

- Providing support for the clients and also the development team.
- Take control for the problems of the customer.
- Implementation, testing and support through backend
- Scripting using Unix/Python language
- Admin tasks
- Email management

## Language

English  
Filipino

## Skills

Organized  
Communication  
Teamwork  
Adaptive  
Meeting deadlines