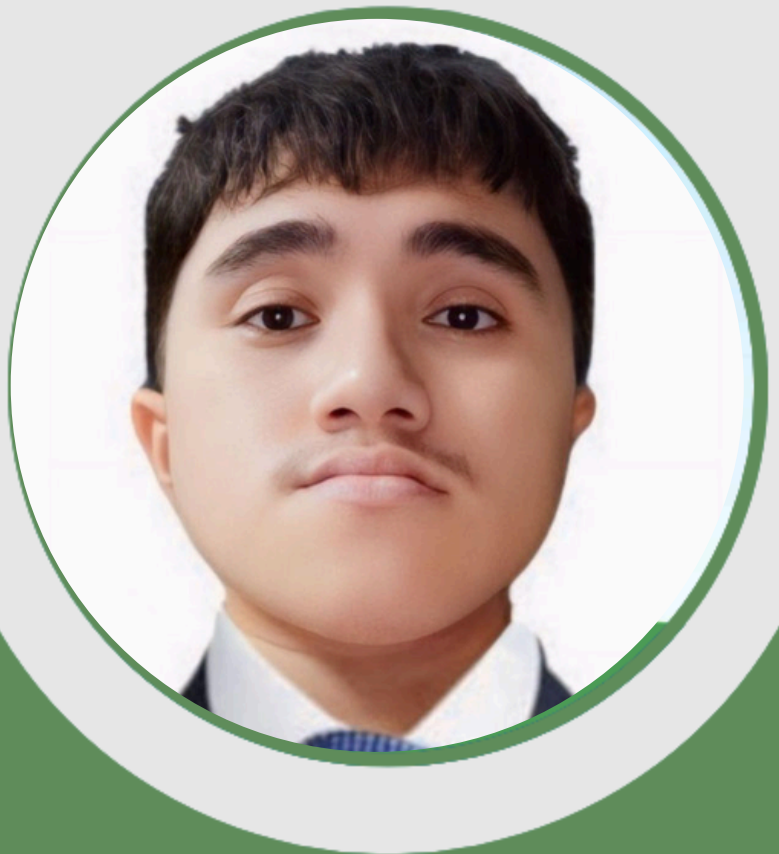


# RHETT WAYNE MANUBAG



## About Me

Adaptable professional with experience in customer service, sales, and tech support, full-stack development, plus skills in graphic design and video editing. Strong in problem-solving, communication, and time management. Currently pursuing a BS in Computer Engineering.

## EXPERTISE

Customer Service  
Sales Support  
Technical Troubleshooting  
Product Promotion  
Upselling  
Communication  
Interpersonal Skills  
Problem-Solving  
Adaptability  
Time Management

## SKILLS

Words  
Excel  
Powerpoint  
Ms Teams  
ClickUp  
Google Calendar  
Google Spreadsheets  
Canva  
Adobe Photoshop  
Filmora  
Visual Code  
Web Development  
Embedded Systems  
AI  
Cybersecurity  
App Development

## WORK SUMMARY

**Retail Sales/ Customer Service Associate - 3 years**

**Tech Support - 1 year**

**Tech Support Intern - 1 month**

**Support Role - Present**

## WORK EXPERIENCE

**Retail Sales / Customer Service Associate**

**Tourney Biker Shop | 2020 – 2023**

- Assisted customers
- Promoted products
- Improved customer satisfaction
- Built communication skills

**Tech Support Specialist**

**PhilEx Logistics | 2023 – 2024**

- Provided technical support
- Resolved issues
- Maintained system efficiency
- Strengthened problem-solving

**OJT – Technical Support Intern**

**Sangguniang Panlungsod | July 2025 – August 2025**

- Fixed computers
- Fixed printers
- Supported troubleshooting
- Created graphic designs

**Support Role**

**Balancer | February 2026 – Present**

- Research
- Data Entry
- Automation

## EDUCATION

**Jose Rizal Memorial State University**

Bachelor of Science in Computer Engineering | 2022 – Present

**Zamboanga del Norte National High School**

General Academic Strand | 2020 – 2022

**Gulayon Integrated School**

Junior High School | 2016 – 2020

**Dipolog Pilot Demonstration School**

Grade School | 2010 – 2016