

CHARLES MATHEW C. TOLEDO

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WORK HISTORY

INDEPENDENT CONTENT CREATION AND MUSIC PRODUCTION

Dec 2017 – Aug 2025

- Designed cover arts and thumbnails, adding visual appeal to help tracks stand out in streaming platforms.
- Edited videos for YouTube in both long-form and short-form, boosting channel subscriptions and followers.
- Managed personal brand presence as a musical artist across social media platforms, posting platform-specific content for increase of engagement.
- Produced, mixed, and mastered over 50+ original tracks across EDM subgenres.
- Collaborated with fellow audio/visual artists and vocalists on multiple releases, exchanging ideas and feedbacks to perfectly realize envisioned projects.

HEALTHWAY QUALIMED HOSPITAL STA. ROSA

Nuvali North, Sta. Rosa

IT Technical Support Intern

Feb 2026 – May 2026

- Supported digital infrastructure by providing technical support across departments, and assisted quality assurance for software systems, demonstrating strong analytical and problem-solving skills in a workplace environment.

EDUCATION

OLIVAREZ COLLEGE-TAGAYTAY

Tagaytay City, Cavite

Bachelor of Science in Information Technology

2022 - 2026

Graduated with Honors

Relevant Coursework: Multimedia Systems, Video Editing, Graphic Design, Digital Arts, UI/UX Design

SKILLS

Audio Tools: FL Studio, Audacity

Graphic Design: Adobe Photoshop, Affinity, Canva, ibisPaint X

Video Editing: Adobe Premiere Pro, CapCut, Alight Motion

Platform: YouTube, Instagram, Spotify, Apple Music, SoundCloud, Bandcamp, Newgrounds

CERTIFICATIONS & AWARDS

- DICT: Getting Started Vector Drawing with Adobe Illustrator 2023
- Electronic Track Records: Song of The Year 2024
- Responsive and Dynamic E-commerce Website: Highest Project Evaluation 2024
- Responsive Personal Website: Best Content Presentation 2025
- Cisco Networking Academy: Network Address and Basic Troubleshooting 2026
- Best in Information Technology Based Research 2026
- Canva Essentials 2026
- Canva: Graphic Design Essentials 2026