EXPERIENCE

Freelance

Web Developer/Designer

Aug 2023 - Current

- Converting Figma layout to a Wordpress website
- Optimizing and converting images to webp format
- Page and image SEO setup

TOA Global - Okendo

Technical Support Team Lead

April 2023 - April 2024

- Providing 1on1 coaching/evaluation for each team member base on weekly performance
- Hosting daily meeting and assigning/distributing daily task
- Handling complex tickets through email and tickets

Senior Technical Support Specialist January 2022 - March 2023

- Providing app support through email and tickets
- Assisting team members with new processes and alignments

Technical Officer

March 2021 - January 2022

- Installing/styling Shopify review app for different stores
- Providing first-level support; assisting customers with general and software related queries, instruct users on how to use new features and troubleshoot Shopify issues

Affinity Express - GoDaddy

Associate Web Developer December 2017 - December 2020

- Building Wordpress websites (blog, portfolio, ecommerce)
- Image enhancement and optimization
- Page SEO setup
- Quality checking/review

Schools Division Office

Office Intern

May 2017 - July 2017

May 2016 - June 2016

• .NET program maintenance and clerical task

Department of Social Welfare and Development

Office Intern

LAN technical assistance and clerical task

EDUCATION

QCPU 2018 BS in Information Technology

SKILLSET/TOOLS

HTML • CSS • JavaScript WordPress • Elementor Beaver Builder • Shopify Photoshop • Illustrator • XD InDesign • Visual Studio Hubspot • Jira

ACTIVITIES

Semrush SEO Crash Course 2023 Semrush Academy

IU/UX Online Course 2022 Great Learning Academy

Cellular Communication System and Developing ASP. NET MVC 4 2nd ICT Summit 2017 Quezon City Polytechnic University, Multipurpose Hall

Cyber-Security Fundamentals Seminar 2017 Kor-Phil IT Training Center, Quirino Hi-way, Novaliches Quezon City

SOCIALS

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REFERENCES

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