



MARK JOSEPH AMBION

IT Administrator | Software
Developer | Project Coordinator
| IT Support Specialist

PROFESSIONAL SUMMARY

Versatile IT Administrator with a comprehensive background in the tech industry, encompassing roles in project coordination, software engineering, web development, IT support, and logistics administration. Brings a unique blend of technical acumen and organizational skills, honed through a career spanning various facets of IT. Proven track record in managing servers, maintaining websites, and providing robust IT solutions. Skilled in coordinating projects, developing software, and delivering effective web solutions, both as a dedicated employee and in part-time capacities. Exceptional at troubleshooting hardware and software issues, offering top-tier support, and streamlining administrative processes. Known for a dynamic approach, adaptability, and a commitment to delivering excellence in every role.

CONTACT DETAILS:

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4119

EMPLOYMENT HISTORY

- 2024 **Solaire Resorts & Casino | WBridges**
- 2023 **IT ADMINISTRATOR STAFF, SEP 25, 2023 TO FEB 05, 2024**
Experienced IT Administrator adept at server management, website maintenance, and resolving network and laptop issues. Known for efficient problem-solving, ensuring optimal system performance and security. Skilled in hardware and software troubleshooting, with a strong focus on enhancing system functionality and user experience. Adaptable to evolving technology trends.
- 2023 **The Adventus Consultant**
PROJECT COORDINATOR, FEB 1 2023 - SEPTEMBER 30, 2023
Experience in efficiently handling several simultaneous projects, ensuring completion within due timeframes, compliance with budgets, and maintenance of quality standards; able to coordinate activities among team members, distribute tasks, and communicate effectively, anticipating and avoiding possible failures for successful implementation. Keeping clients regularly informed about developments, providing updated progress reports and offering some backend programming support for minor problems.
- 2023 **Acacia-soft**
- 2022 **SOFTWARE ENGINEER, JULY 2022-JAN 2023**
Utilized sophisticated coding skills in developing effective algorithms and programs coupled with exceptional debugging competencies that served to detect and correct any software problems. Well-versed in complete and defect-free software testing to ensure that all applications are flawless, plus highly creative in handling difficult technical issues through unique problem-solving strategies. Skilled in leveraging version control tools for proper change administration of software tasks keeping the process well organized.
- 2017 **KxF , RAT Inc.**
- 2016 **IT SUPPORT SPECIALIST / ADMIN STAFF 2016-2017**
With good knowledge about resolving of technical issues and conducting routine network maintenance for optimal performance. Proficiency in installing and setting up different kinds of softwares, as needed, running the office well, and supporting the team administratively. Skilled in carrying out procedures for backing up data in order to protect valuable information.
- 2016 **BTC-Manila / PSulit Money Changer**
- 2015 **TL LOGISTICS / ADMIN STAFF, 2015-2016**
Managed logistical aspects of financial transactions for efficient and safe fund transfers in forex and cryptocurrency exchanges, implementing controls on financial instrument records to optimize their inventories, maintaining accurate financial documents, and ensuring that these were in line with regulatory requirements within forex and crypt

EDUCATIONAL BACKGROUND

Cavite State University - Silang Campus

BACHELOR OF SCIENCE IN COMPUTER SCIENCE , 2017 - 2022

- Treasurer in CSharp organization
- Also part of the school Comelec
- Thesis titled "Indoor Plant Shelf with Automatic Irrigation System and Notification System" using Raspberry Pi.

Imus Computer College - Silang Branch

COMPUTER TECHNICIAN , 2012-2014

- Compete in Software and Hardware Troubleshooting
- NC II Certified 2014-2019 - Computer System Servicing

Talon Nation High School
2008-2012

- Vice President in Classroom
- Science Fair Group Leader

HOBBIES & INTERESTS

- Playing Online Games
- Watching Movies/Anime
- Keyboard Modding/Repairing
- Building Gaming Rigs/Repairing
- Laptop Repair
- Reading Books

PART TIME JOB HISTORY

COMPUTER REPAIR SPECIALIST, SINCE 2014 TO PRESENT

- Specialized in diagnosing and repairing software and hardware issues in computers and gadgets.
- Provides consultation and maintenance advice to clients, managing repair parts inventory.

FREELANCE WORDPRESS DEVELOPER, MAY 2021 - SEPTEMBER 2023

- Developed and designed webpages, focusing on user experience and performance optimization.
- Managed content, and backend tasks, and ensured SEO best practices.

FREELANCE WEBSITE DEVELOPER (HTML, JAVASCRIPT & PHP) , JUNE 2021 - SEPTEMBER 2023

- Built websites from scratch, focusing on responsive design and user-friendly interfaces.
- Conducted testing and debugging for high-quality website performance.

ASSISTANT MANAGER, JULY 2021 - APRIL 2022

Family Business (Online)

- Managed operations, financials, and employee coordination for an online venture.
- Facilitated online meetings for a team of over 40 during the pandemic.

SKILLS

- Software and hardware troubleshooting and Problem-Solving
- Basic Photoshop
- Microsoft Office Literate
- Laravel
- PHP
- Python
- JavaScript
- Linux (Ubuntu & Centos)
- Basic Node Js
- HTML
- CSS
- VisualBasic.net
- Sonarcube
- Cypress
- C++

WEBINARS

Erovoutika | 2020
Python Programming

TrendMicro | 2020
- Introduction to Web Security Threats

Department of Computer Science, St. George's Arts and Science College | 2020

- Ground Breaking Data Science Technologies with a Plethora of Resources in the Intelligent Scenario

Sathyabama Institute of Science and Technology | 2020
- DATA ANALYSIS in R using STATCRAFT

Department of Computer Science, Dr.M.G.R. Education and Research Institute | 2020
- Blockchain Technology-Concepts, Security & Real-Time Applications

Department of Computer Science, Field Marshal K M Cariappa College, Madikeri | 2020
- Enterprise Artificial Intelligence Data Analytics, Data Science, and Machine Learning