



CIRICULUM VITAE

VINCENT Y. YGBUHAY

PROFESSIONAL SUMMARY

A remittance processor with 3 years' experience in a highly pressured work environment. A reliable team player who ensures that the objectives and the unit are achieved and accomplished within their respective deadline.

CONTACT



<https://g-web007.github.io/My-Portfolio/>



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HOBBIES



travelling



Dancing



Music



Writing

EMPLOYMENT HISTORY

PHP DEVELOPER – ATTENDING UDEMY (FEB. 8, 2021 – at Present)

- ❖ Software developer experience in PHP.
- ❖ Basic understanding of front-end technologies, such as Javascript, HTML5, CSS3.
- ❖ Write “clean”, well-designed code.
- ❖ Refactor, optimize the existing codebase for maintenance and scale.
- ❖ Coordinate with co-developers and keeps project manager well informed of the status of development effort and serves as liaison between development staff and project manager.
- ❖ Improve the codebase of our products in a significant manner.
- ❖ Troubleshoot, test and maintain the core product software along with the databases to ensure strong functionality and optimization.

FOREIGN ASSISTANT, CHINA BANKING CORPORATION – FOREIGN CURRENCY DEPOSIT UNIT (FCDU) – (MARCH 15, 2012 – MARCH 15, 2015)

- ❖ Processes outgoing wire transfer transaction by the branches to be sent through society for worldwide inter-bank fund telecommunication (S.W.I.F.T).
- ❖ Prepares month end volume report banking outgoing wire transfer.
- ❖ Investigates and monitors outgoing wire transfer problem items and coordinate with the branches concerned and advises foreign bank for the proper action to be taken.
- ❖ Checks the details and contents of processed wire transfer transaction.
- ❖ Handles the call back procedures of all the US dollar savings and its related entries.

BARISTA & WAITER, DEMONORA'S GARDEN CAFÉ AND RESTAURANT SAUDI ARABIA – (JUNE 27, 2016 – JUNE 13, 2020)

- ❖ Prepare or serve hot or cold beverages, such as coffee, espresso drinks, blended coffees and shaking for teas, blended smoothies and frappe.
- ❖ Educates costumers by presenting and explaining the coffee drink menu, answering question.
- ❖ Prepares and sells coffee drinks by following prescribed recipes and preparation techniques for coffee drinks, such as, espresso, espresso lungo, café latte, and cappuccino.
- ❖ Maintains safe and healthy work environment by following organization standards and sanitation regulation.
- ❖ Updates job knowledge by participating in educational opportunities, reading coffee, retail trade, and food service publications, maintaining personal networks.

CLERK, BANCO DE ORO – HEAD OFFICE, (CARD INVENTORY MANAGEMENT Dept.) CIM Dept. (Binondo, manila (Sept. 27, 2010 – mar 11, 2011))

- ❖ Performing basic office duties like answering the telephone, directing calls emails, fax and reports.
- ❖ Cooperating with co-workers in order to maintain a healthy and friendly environment as well as proper communication within the office.
- ❖ Maintaining confidentiality of documents and papers of the dept. or organization.

ON THE JOB TRAINEE, DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS (DPWH) (Bureau of design dept.) Bonifacio Drive Port Area Manila OJT, (April – May 2009)

- ❖ Answering telephone, direct calls and take messages.
- ❖ Compile, copy, sort and file records of office activities, business transactions and other duties.
- ❖ Maintain and update filing, inventory, mailing, and database systems, either manually or using computer.

EDUCATIONAL BACKGROUND

- ❖ **B.S. Computer Science:** Graduated at Northwest Samar State University, Calbayog City (2006-2010)
- ❖ **Secondary:** La Milagrosa Academy, Calbayog City Samar (2002-2006)
- ❖ **Elementary:** Obrero Elementary School, Calbayog City Samar (1992-2002)

SKILLS

- ❖ Process oriented
- ❖ Hardworking and responsible
- ❖ Computer literate (MS word, MS excel, spread sheets)
- ❖ Dance (tv5 dancer)

SEMINAR WORKSHOP ATTENDED

SEMINAR WORKSHOP	DATE	PLACE
ANTI-MONEY LAUNDERING ACT	JUNE 2012	Human resource department, china banking corporation
BANK ACCOUNTANTING FOR NON-ACCOUNTANT	Sept. 2012	Human resource department, china banking corporation
LATEST AND FUTURE TRENDS IN COMPUTER HARDWARE	Oct. 20, 2009	Audio visual room, NWSSU, Calbayog city
COMPUTER OPERATION/APPLICATION	Jan. 6, 2010	Audio visual room, NWSSU, Calbayog city
COMPUTER ETHICS	Feb. 10, 2010	Audio visual room, NWSSU, Calbayog city
OPERATING SYSTEM AND ENVIRONMENTS	Jan. 22, 2010	Audio visual room, NWSSU, Calbayog city
PROFESSIONALISM AND PRE-OJT ORIENTATION	Jan.2009	Audio visual room, NWSSU, Calbayog city
SEMINAR ON TESDA LADERIZED SCHOLARSHIP	Oct 2007	Audio visual room, NWSSU, Calbayog city

REFERENCES:

Alvin T. Uy

China Banking Corporation

Manager

(632) 247-53-58

Erwin Milan

China Banking Corporation

Supervisor

(632)247-53-18

I hereby certify to the correctness of the above information.

Vincent Y. Ygbuhay

Applicant