



CIRICULUM VITAE

VINCENT Y. YGBUHAY

PROFESSIONAL SUMMARY

I am a dynamic, goal-oriented individual who has developed a mature and responsible approach to any assignment or situation that comes my way. I'd want to work as a Junior Web Developer for a major software firm, delivering amazing software experience and technical assistance to its clients. I'm great at working with people to complete a task on time and to a high standard.

CONTACT



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SAMPLE PROJECT LINK

- <https://g-web007.github.io/Web-portfolio/>
- <https://github.com/G-web007>

EMPLOYMENT HISTORY

PHP JUNIOR DEVELOPER

- ❖ software developer experience in PHP and Laravel Framework.
- ❖ Basic understanding of front-end technologies, such HTML, CSS and Especially BOOTSTRAP.
- ❖ 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.

ATTENDED:

- **UDEMY** – Online Platform (Bootcamp)
- **Filipino Virtual Assistant (FVA)** – (Bootcamp)

**HEAD BARISTA and ADMIN CLERK,
DEMONORA'S GARDEN CAFÉ AND
RESTAURANT SAUDI ARABIA – (JUNE 27, 2016
– JUNE 13, 2022)**

- ❖ Prepare or serve hot or cold beverages, such as coffee, espresso drinks, blended coffees and shaking for teas, blended smoothies and frappe.
- ❖ Making of Reports and other related office works.
- ❖ 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.

**STAFF 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.

**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 WAYS 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 filling, inventory, mailing, and database systems, manually of 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, Photoshop, Video Editing)
- ❖ Dancing

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

I hereby certify to the correctness of the above information.


Vincent Y. Ygbuhay
Applicant