MATTHEW S. BOQUIREN

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As an IT with years of using the computer. I have become passionate in studying regarding the hardware and software. Whereas further developed problem - solving skills, and critical thinking, especially in statistical analysis. I am always eager to improve my skills and learn new skills.

KEY SKILLS

- Data Analytics using PowerBi and Excel
- Software Troubleshooting such as Micsosoft Applications
- Computer Hardware Troubleshooting
- Configuration and Analysis of Bitrix24 (CRM) system

- Basic Graphic Design using Canva
- Web Designing
- Web Prototyping
- Web Development (Front - End) using HTML, CSS, Bootstrap, and JavaScript
- Project Management

EXPERIENCES

System Analyst and Computer Technician

Ifixz Enterprise Co., Makati, Manila

February 2025–May 2025

Key Responsibilities:

- Analyzes the old and current system implemented, in order to match the process of old and new system.
- Creating a new process for better work efficiency while showing a live reports and analytics in the system and addressing the problem arise regarding the implemented system.
- Building a commercial computers and installing operating system, which also includes upgrading laptops.

Key Achievement:

- Faster workflow process, there is workload removed and reduced.

PROJECTS

Zelect

E-Commerce

March 2024–May 2024

- Designed to be a user-friendly for better customer and seller engagement.
- Created to help the small business to promote and sell products, which aims to process orders through internet.
- Tech stack used: HTML, CSS, Bootstrap 5, JavaScript

InvenEase

Point - of - Sale and Inventory Management System

June 2024–September 2024

- Design as function wised to understand easily by the users, whereas function over aesthetics.
- Created to aim at improving the stores' efficiency in processing orders from inbound, outbound, and delivery of products.
- Although the system is 100% finished, we are still seeking for future improvements.
- Tech stack used: HTML, CSS, Bootstrap 5, JavaScript

EDUCATION

Bachelor of Science in Information Technology

Asia Technological School of Science and Arts, Laguna

- **Focus:** Data Analytics and Web Development
- **Relevant Coursework:** Data Storytelling and Design, Integrative Programming and Technologies, System Integration and Architecture, and Networking