

JOHN MARK D. PAPELIRIN

CATBALOGAN CITY, SAMAR | papelirinjohnmarkdote@gmail.com

PROFILE

I'm a Computer Engineering graduate with experience as a Technical Virtual Assistant, working with US clients on automation, Ontraport, Zapier, and web development. Comfortable working in EST time, I enjoy solving problems, meeting deadlines, and continuously learning to grow in the tech field. I'm excited to bring my skills and hands-on experience to projects that make an impact.

WORK EXPERIENCE

Seo Optimization | GoAbroad.com | Intern

Feb 2024 - May 2024

- Managed website content
- Collaborated with the development team.
- Performed data mining.

Freelance Technical Virtual Assistant| Sister Diamonds Support Services

December 2024- Present

- Built and maintained websites using Ontraport for US-based clients.
- Automated workflows and optimized processes with tools like Zapier and Ontraport.
- Supported various technical and administrative tasks, ensuring seamless project execution.

SKILLS

- Automation: Expertise in creating workflows and streamlining processes using tools like **Ontraport** and **Zapier**.
- Web Development: Proficient in manual coding with specialization in the **MERN** stack (MongoDB, Express.js, React.js, Node.js), as well as developing websites using Ontraport and **WordPress**.
- Programming: Strong foundation in **JavaScript, Node.js, and Express.js**.
- SEO: Experience in **optimizing website** performance, fixing 404 errors, managing internal/external links, and improving image efficiency.
- UX/UI Design: Skilled in designing user-friendly interfaces and enhancing user experiences using tools like **Canva** and **Figma**.

EDUCATION

Bachelor of Science In Computer Engineering | Samar State University.

2020 - 2024

CONTACT ME

- 09626898314
- papelirinjohnmarkdote@gmail.com
- Web Portfolio| <https://john-navy.vercel.app>

REFERENCES

ALNELYN DARIA

Executive Assistant, GoabroadInc.
alnelyn.daria@goabroad.com

Engr.Maynard r. dalemit

Assoc.Dean,CPE Program Chair, College Of Engineering
09152149011