# KHAIR FIGUEROA

## SKILLS AND QUALIFICATION

- Knowledgeable with the following:
  - Moodle LMS theme customization
  - Server Monitoring for CPU and Storage utilization using linode and AWS console
- Development of Course Materials and Interactive Learning Content with H5P
- Experienced in facilitating Moodle in an online environment
- Adept in using Teamwork PM and Teamwork Desk
- Documentation and Technical Manuals
- Able to create graphics in Adobe Photoshop and Canva.
- Flexible in working with a team.

## EXPERIENCE

**JR. LMS SUPPORT SPECIALIST • NEPHILA WEB TECHNOLOGY INC. • AUGUST 2020 – MAY 2023**
- Provides detailed documentations and manual
- Provides Moodle Trainings as Facilitator and Support
- Provides server monitoring and generates monthly reports
- IT support for Moodle LMS
- Graphic/ layout design
- Moodle LMS theme customization

**IT INTERN • NEPHILA WEB TECHNOLOGY INC • SEPT 2019 – JAN 2020**
- Graphic and layout design
- IT Support

## EDUCATION

**BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY • 2015-PRESENT • NEW ERA UNIVERSITY**
**ELEMENTARY – HIGHSCHOOL •2005-2014• SECOND PHILIPPINE INTERNATIONAL SCHOOL (SPIS)**

## PROJECT INVOLVEMENT

1. Philippine Social Science Center
   Moodle LMS Admin.
   Server monitoring and support
   June 2020 – April 2023

## PERSONAL INFORMATION

**Age**: 26 Years old
**Birthday**: April 8, 1997
**Status**: Single
**Email**:
figueroa.khair@gmail.com
**Contact no.:** 09451-950-839

## CERTIFICATION

- **Certificate of Appreciation - 2021**
  MoodleMootPH21 – Organizer
- **Certificate of attendance – 2022**
  ISO/IEC 27001:2013

2. DOST PAGASA
   Moodle LMS Administration
   Support
   April 2021 – April 2023
3. POGS (Philippine Obstetrical and Gynecological Society).
   Moodle LMS Administration
   July 2021 - April 2023
4. PCC (Philippine Competition Commission)
   Moodle LMS Administration
   Support
   July 2021 – April 2023
5. Mary Help of Christians School (Cebu), Inc
   Moodle LMS Administration
   June 2020 – April 2023
6. HEDY Philippines Inc.,
   Moodle LMS Administration
   Support
   August 2021 – April 2023
7. CLIMPS PAGASA
   Support
   October 2021 – April 2023
8. St. Matthew College
9. Moodle LMS Administration
   Server monitoring, Support
   July 2020 – April 2023

## TRAINING / WEBINAR ATTENDED FOR 2021

- Moodle Workplace Training (Completed)
- Remote STEM Assessment with Wiris tools with Ms. Tugce Sevgi Ertekin from Wiris
- Education in a Pandemic: How to do Exams Remotely? AI Proctoring Solution for Online Education with Ms. Elena Essiak of Examus
- Intellicart Payment Gateway Webinar
- Cisco Webex for Education with Mr. Rex Anonuevo and Mr. Armand Manguiat of Cerium Networks Philippines Inc.
- DPS Inventory Awareness
- Teaching English and other Languages with Poodll for Moodle with Mr. Justin Hunt

- Creating World-Class Online Learning with EesySoft with Mr. Adam Deleon Klecheski
- Learning Analytics & Reporting Dashboards with Intelliboard for Moodle with Mr. Pierre Daguzan and Ms. Natalia Dovhan
- MoodleMoot Philippines 2021 - Organizer Online Conference, Nephila Web Technology Inc. - April 2021
- ISO/IEC 27001:2013 ISMS – May 13, 2022