Ryan Michael Nasalinas

Phone: 09061967209
Email: ryanmichaelnasalinas2323@gmail.com
Address: Quezon City
Birthday: October 23, 1996
Portfolio: https://ryanmichaelnasalinas.github.io/

Personal Profile

"Motivated young professional with exemplary passion in IT industry and experienced employee in BPO/IT industry."

Looking for a challenging role in a reputable organization to use my technical, and management skills for the growth of the organization as well as to enhance my knowledge about new and emerging trends in the IT sector.

Core Skills

- Software & Hardware Troubleshooting
- Web Development (HTML, CSS(Bootstrap), JavaScript (jQuery), PHP (Procedural, OOP,MVC, Laravel Framework),SQL (MySQL))
- MS office (Word, Excel, PowerPoint, Outlook, SharePoint, One Note)
- Project Management, Technical Support

Career Summary

May 24, 2019 – Jan.31, 2020 | One Contact Center (Website Developer))

Outline: Providing Support for the company clients by modifying websites, creating website outline (from scratch), updating existing website and adding SEO optimization for better business marketing.

Key Responsibilities:
- Website development, Modify Existing Client Website (HTML, CSS, JavaScript, PHP)
- SEO optimization
- Webpage designing (Static webpages)

Aug. 31, 2017 – Mar. 31, 2019 | Bravissimo Resourcing Inc. deployed in *Accenture* (Program Control Services/Project Management Office)

Outline: Providing administrative support for the project (onshore and offshore) by enabling effective management that increases the overall quality of Technology Delivery.

Key Responsibilities:
- Email distribution list management
- Provide documentation, guidance and metrics on the project
- Monitoring and ensuring resources timesheets are submitted on time
- Cost and expense tracking, reporting, Monthly billing generation
- SharePoint management (access monitoring, ensuring file is secured designing)
- Workstation management (tracking offshore assets (PC, Laptop, Tokens, Bins))
- Recording and maintaining client information in self-build excel database

Mar. 2017 – April 2017 | Land Registration System Inc. (Data Encoder, Project Based)

Outline: Encoding text, numbers, and special characters of a land title in a specialize system.

Key Responsibilities:
- Data Encoding (Text, Numbers, Special Characters)
- Quality monitoring

Apr. 2016 – May 2016 | LRA Pacific (Technical Support Representative, Project Based)

Outline: Providing 1st Level support for the Board of Election Inspectors, handling troubleshooting and facilitating the escalation for 2nd level support

Key Responsibilities:
- Technical Support (1st level)
- Escalating the issue for 2nd level support
- Identifying the information of the Board of Election Inspectors and making sure that align in the database

Education

➢ Bachelor of Science in Information Technology (2013 – 2016 (Trimester))
    (ICCT Building, V.V. Soliven Ave. II, Cainta, Rizal)

Training and Seminar Attended

➢ Security Management Seminar in ICCT Colleges (March 12,2016)
➢ TESDA Web Development Program w/ Certification (108 Hours (Feb 10,2018 – April 7,2018))

Character References:

Name: Lester Tonga
Company: Accenture
Position: Program Control Services Senior Analyst
Contact: 09213092888

Name: Rhey Alvarez
Company: Accenture
Position Program Control Services Analyst
Contact 09992241908

Name: Catherine Coronel
Company: Accenture
Position: Program Control Associate Manager
Contact: 09985941321

I hereby certify that all the above information is true and correct to the extent of my knowledge and belief.

Ryan Michael Nasalinas
Applicant's Signature