Victoria Angela A. Tagalan

📞 09774956126 — ✉ tagalanvictoria03@gmail.com — 🔗 linkedin.com/in/victoria-tagalan-849412282/ — ⬤ github.com/Viktworya —
Bē behance.net/victoriatagalan

Summary — As an aspiring Web Developer and Designer, my skills span front-end development (HTML, CSS, JavaScript, Bootstrap), WordPress customization, and UI/UX design using Figma and Canva. I also bring back-end experience with PHP, MySQL, and managing hosting environments like XAMPP and GitHub Pages. With additional programming knowledge in Python, Java, C++, and VB.NET, I approach every project with curiosity, adaptability, and am eager to contribute to teams that value continuous growth.

Skills

Proficient in Microsoft Office
– WORD, EXCEL, POWERPOINT, OUTLOOK, ACCESS, ONENOTE

Graphic Design
– ADOBE PHOTOSHOP, ADOBE ILLUSTRATOR, CANVA, FIGMA

Mobile Development
– XCODE, SWIFT,ANDROID STUDIO, XML, KOTLIN, JAVA

Web Development
– HTML, CSS, PHP, JAVASCRIPT, BOOTSTRAP, REACT, WORDPRESS

Database Management
– MYSQL, MICROSOFT SQL SERVER, ORACLE, XAMPP

Education

Our Lady Of Fatima Universtiy
K12 - Humanities and Social Sciences (HUMSS)

Our Lady Of Fatima Universtiy
Bachelor of Science in Information Technology

Work Experience

SALT Marketing - Colorado, USA   **July 2019 – 2020**
DATA ENCODING AND LEAD GENERATION

– Conducted lead research and organized prospect data using online tools and databases.
– Helped support digital marketing efforts by compiling accurate, data-driven lists of potential clients.

FREELANCER   **March 2024 – 2025**
GRAPHIC DESIGNER / WEB DESIGNER

– Created mockups and visual assets for brochures, marketing campaigns, and social media reels for international clients.
– Ensured designs aligned with brand identity and were optimized for cross-platform responsiveness.
– Worked directly with clients to deliver high-quality, visually appealing outputs.
– Built tailored websites and web-based systems for student clients, particularly for Capstone projects with defined academic goals and feature specifications.
– Created fully responsive and user-focused web solutions using HTML, CSS, JavaScript, PHP, and WordPress, ensuring seamless performance and client approval.

Internship Experience

The Umonics Method - Singapore   **500 hours**
Web Developer/Designer

– Oversaw **domain maintenance and managed several websites**, ensuring regular updates, security scans, and the application of IP blocking measures. In addition, I **served as the lead monitor**, overseeing and reviewing the work of other assigned interns.
– **Developed website project** from the ground up **using WordPress on localhost**.
– Took **graphic design project**, collaborating closely with my supervisor.
– Advanced to the **IT Monitoring Team**, where I was responsible for managing both current and new intern accounts, including onboarding, attendance tracking, account creation, Daily Time Record (DTR) management, team progress reporting, and offboarding.
– Subsequently, I was **moved to the Team Lead Assistants role**, where I managed GSC inspections, double-checked and reviewed the materials created by interns on collaborative projects, and worked closely with my supervisor to ensure the accuracy and quality of all materials through thorough revisions and feedback.

Academic Research

MEMORYMINDER: A Mobile and Smartwatch Companion for Enhanced Alzheimer's Support with Analytics
Principal Investigator
- Led the research project aimed at developing a mobile and smartwatch application to support Alzheimer's patients through enhanced analytics.
- Focused on the integration of mobile and wearable technology to improve cognitive tracking and provide real-time data for caregivers and medical professionals.

Athena's Vapeshop - Point of Sale System
Project Manager
- Oversaw UI/UX, system development, and stakeholder communication for a sales and inventory platform.

Certifications

Google Technical Support Fundamentals   Dec 2024
Coursera
- Acquired foundational knowledge in technical support, including diagnosing software and hardware issues, and providing support to end-users.

Network Defense   Nov 2024
Cisco
- Gained comprehensive knowledge in network defense strategies, including detection, prevention, and mitigation of network security threats.

Ethical Hacker   Oct 2024
Cisco
- Acquired skills in ethical hacking techniques to identify vulnerabilities in systems and ensure secure IT infrastructures.

Endpoint Security   Sept 2024
Cisco
- Learned methods to protect endpoints in a network, ensuring secure data transmission and protection against malware and other threats.

Graphic Design Essentials   July 2024
Canva
- Mastered essential graphic design skills for creating visual content, including layouts, typography, and color theory.

Junior Cyber Security Analyst Career Path   May 2024
Cisco
- Gained foundational knowledge of cyber security, including understanding security threats, tools, and protective measures.

Data Analytics Essential   March 2024
Cisco
- Developed an understanding of data analytics, including data collection, visualization, and analysis to drive decision-making processes.

Introduction to Cyber Security   Feb 2024
Cisco
- Learned fundamental cyber security concepts, including types of attacks, encryption techniques, and security protocols.

Computer Hardware Basics   July 2023
Cisco
- Gained a solid foundation in computer hardware components, system assembly, and troubleshooting methods.