

**Mar Stephen B. Sembrano**

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**>> P R O F E S S I O N A L S U M M A R Y**

* A multi-skilled IT Professional with good all-round supervisory and technical expertise. Very capable with a proven ability to ensure the smooth running of ICT systems and to provide IT services that will improve the efficiency and performance of a company. Extensive practical knowledge of complex systems builds, hardware and software testing, network support, technical support and computer repairs.
* Looking for a new and challenging managerial position, one that will make best use of my existing skills & experiences also further my personal development.

**>> P R O F E S S I O N A L E X P E R I E N C E S**

**Assistant Professor June 2011 – May 2017**

College of Information and Communications Technology

Graduate School of Engineering and Information Technology

*HOLY ANGEL UNIVERSITY*

Angeles City, Pampanga, Philippines

* Taught Windows Server System Configuration, Network Security & Network Administration specifically Cisco Networking Academy Program
* Prepares syllabus, curriculum development and trainings for the College of Information and Communications Technology & Graduate School of Engineering and Information Technology responding to students’ learning needs
* Facilitates in the actual learning process to ensure cooperative learning among students
* Encourages independence and self-direction to students
* Helps implement school policies for students’ welfare

**Dean June 2014 – May 2015**

College of Computer Studies

*SANTA RITA OF PAMPANGA*

Santa Rita, Pampanga, Philippines

* Coordinating the assessment and development of academic programs within the School/College.
* Preparing and revising as necessary, academic program plans for the School/College.
* Promoting and serving as a model for teaching professional achievement and professional service.
* Overseeing all personnel matters involving academic and non-academic employees including: recruiting, appointment, re-appointment; termination and dismissal; faculty evaluation; tenure, promotion and merit; and the preparation and approval(s) of faculty workload plans and long-range professional development plans.
* Maintaining good working relationships with faculty and administration in all academic and non-academic areas;
* Maintaining effective communication between students, faculty and chairperson within the School/College and with other academic unit personnel;
* Articulating Institutional policy and procedures to members of the School/College
* Insuring that School/College policies and practices are consistent with those of the Institution.
* Articulating the budgetary needs of the School/College and overseeing the allocation and expenditure of resources;
* Overseeing the preparation of class schedules and complying with institutional reporting requirements;
* Maintaining students records and providing a system of advising;
* Additional responsibilities’ as assigned by the Executive Vice-President or President.

**Network Administrator September 2013 – December 2014**

*CLOUDSTAFF, INC*

Angeles City, Pampanga, Philippines

* Managing a team of over 30 administrative & technical staff.
* Strengthening the IT infrastructure through to implementing new technologies.
* Responsible for hardware and software installation, maintenance and repair.
* Performing routine audits of systems and software.
* Manage the IT budgets and expenditure on hardware and software.
* Developing & maintaining the company IT systems, software and databases.
* Recommending and implementing improvements and efficiencies.
* Reporting to the IT Director & Chief Executive Officer .
* Having excellent time management, confidentiality & communication skills.
* Having strong IT, commercial, planning and budgeting skills.
* Management of server software and associated backup routines.
* To evaluate, test, advise, train and support I.T. related projects.
* Procurement of IT hardware, software and maintenance products & services.
* Responsible for the recruitment and training of new staff.
* Writing documentation for ICT procedures, security and disaster recovery.
* Maintaining documentation of changes regarding users, functions & systems.
* Managing the internal & hosted network infrastructure including: firewalls, servers, switches and telephony.

**>> C E R T I F I C A T I O N S**

* **Visual Graphics Design – National Competency III**

Philippine National Competency Assessment – April 12, 2016

* **Microsoft Technology Associate – Database Fundamentals**

Microsoft Certification Professional – March 18, 2016

* **Microsoft Technology Associate – Software Development Fundamentals (C#)**

Microsoft Certification Professional – March 18, 2016

* **Microsoft Technology Associate – HTML5 Application Development Fundamentals**

Microsoft Certification Professional – March 18, 2016

* **Microsoft Technology Associate – Windows® Server Administration Fundamentals**

Microsoft Certification Professional – April 24, 2015

* **Microsoft Technology Associate – Networking Fundamentals**

Microsoft Certification Professional – November 29, 2014

* **Microsoft Office Specialist (Office Excel 2010)**

Microsoft Certification Professional – July 25, 2014

* **VMware Certified Associate – Data Center Virtualization**

VMware Certification Professional - October 2013

* **Microsoft Office Specialist (Office Access 2010)**

Microsoft Certification Professional - December 14, 2012

* **IBM Certified Academic Associate DB2 9 Database and Application Fundamentals**

IBM Certification Professional - October 21, 2011

* **IBM Certified Solution Advisor Cloud Computing Architecture V1**

IBM Certification Professional - September 24, 2011

* **Computer Hardware Servicing National Competency II**

Philippine National Competency Assessment - September 11, 2010

* **Fluke Network Certified Cable Test Technician**

Fluke Networks Certification - February 4, 2009

* **PC Operations National Competency II**

Philippine National Competency Assessment - April 22, 2008

**>>A R E A S O F E X P E R T I S E**

|  |  |
| --- | --- |
| * Information Delivery Systems Direction * Security, Backup and Recovery * Window Server Administration * Remote Management Support * Network Performance Tuning | * Web Development Programming and Scripting * Mixed-Platform Environments * Open-Source Tools * User Training and Support * Project Delivery * Operational Management |

**>> A C A D E M I C Q U A L I F I C A T I O N S**

* **Doctor of Technology (DT) – On going**

HOLY ANGEL UNIVERSITY (HAU) – October 2015 - ?

Sto. Rosario St., Angeles City, Philippines

* **Master in Information Technology (MIT)**

HOLY ANGEL UNIVERSITY (HAU) - April 2011

Sto. Rosario St., Angeles City, Philippines

* **B. Sc. in Computer Science (BSCS)**

*Recipient of Hon. Carmelo Lazatin Medal of Excellence*

REPUBLIC CENTRAL COLLEGES (RCC) - March 2006

Plaridel St., Angeles City, Philippines

**>> P R O F E S S I O N A L A W A R D S**

* ***Cisco Instructor 5 Years in Service***

CISCO NETWORKING ACADEMY PH - *March* 2016

* ***Cisco Instructor Excellence Expert***

CISCO NETWORKING ACADEMY PH - *March* 2012

**P A G E 1 / 4**

**Network Administrator January 2011 – March 2016**

*CADSTEEL DETAILING SERVICES, INC.*

Villa Angela Subdivision, Angeles City, Pampanga, Philippines

* Design, Set-up, Manage, Secure and Maintain the Site Technology Infrastructure.
* Manages, supports and ensures operating viability of LAN (Local Area Network) and WAN (Wide Area Network) both wired and wireless.
* Ensures software, hardware and network installs, re-installs, upgrades, moves, changes and relocations are completed efficiently and as required.
* Maintenance & management of the Critical Windows based Server Environment.
* Maintaining up to date Antivirus levels on all machines company wide.
* Working on Active Directory accounts, DNS, DHCP, File Server, Exchange Server, pfSense
* Providing maintenance support and break-fix solutions.
* Troubleshooting technical problems and implementing solutions.
* Responsible for the fast and accurate troubleshooting of reported faults.
* Providing technical support via helpdesk systems for a wide range of internal & external applications.

**MIS Director / Assistant Professor March 2011 – March 2012**

*Institute of Computing Studies*

*MABALACAT CITY COLLEGE*

Dolores, Mabalacat, Pampanga, Philippines

* Provision of an institution-wide perspective regarding information technology issues
* Plans, directs, and manages the MIS Unit in order to ensure the development and implementation of cost-effective systems to meet current and future decision making requirements
* Establishes MIS policies, standards, practices and security measures to ensure effective and consistent information processing operations and to safeguard information resources
* Plans and controls institutes and organization, hardware/software acquisitions to ensure that they are consistent with the IT Infrastructure plan
* Coordinates with the institutes IT support services and initiatives
* Selects, develops and motivates qualified staff to effectively carry out unit functions and provide for the continuity of managerial and specialized skills
* Installing, configuring, and maintaining physical and virtual computer servers and desktops.
* Responsible as a management resource for keeping current with new technologies, development and recommending technical solutions
* Perform Security Health Check of Windows servers and other compliance related activities.
* Taught System & Network administration specifically Cisco Networking Academy Program & Advanced Programming Languages.
* Prepares syllabus for the Institute of Computing Studies responding to students’ learning needs
* Facilitates in the actual learning process to ensure cooperative learning among students
* Attends and participates during in-service trainings and faculty seminars
* Encourages independence and self-direction to students
* Helps implement school policies for students’ welfare

**ICT Faculty June 2009 – March 2011**

College of Computing and Information Sciences

Graduate School of Information Technology

*SYSTEMS PLUS COLLEGE FOUNDATION, INC.*

Balibago, Angeles City, Pampanga, Philippines

* Taught and applied various scripting/programming languages, system & network administration and theoretical subjects to college students
* Prepares syllabus for the College of Information Technology Education responding to students’ learning needs
* ­­Facilitates in the actual learning process to ensure cooperative learning among students
* Attends and participates during in-service trainings and faculty seminars
* Encourages independence and self-direction to students
* Helps implement school policies for students’ welfare
* Perform and coordinates of Students and Community related activities of the College.

**IT Specialist / Web Administrator June 2007– June 2009**

*ISOMETRIC DIAGONAL SCHEME, INC.*

92 AMO Building, New York Street, Cubao, Quezon City, Philippines

* Responding to operational needs in a timely manner.
* Writing supporting documents describing in details all work completed.
* Installing, configuring, and maintaining physical and virtual computer servers and desktops.
* Maintaining network connections and equipment.
* Recommending network and server hardware and software.
* Identifying network requirements.
* Assisting in the installation, performance and maintenance for LAN/WAN infrastructure.
* Installing network upgrades.
* Performing daily system back-ups.
* Performing router and switch upgrades.
* Investigating user problems.
* Supporting new network applications and technologies.
* Assisting Network Team to deploy project based solutions.
* Monitoring network performance.
* Administering virus protection software.
* Creating user accounts.
* Performing system backups and recovery.
* Maintaining documentation for a network environment.

**>> P R O F E S S I O N A L A F F I L I A T I O N S**

* **Philippine Society Of Information Technology Educators (PSITE) Foundation, inc. - Region 3 Chapter**

Board of Trustee – Treasurer AY 2013 – 2018

Member – Since AY 2006

* **Microsoft Education Ambassadors in the Philippines**

Member Since 2016

* **Cisco Networking Academy Philippines Administrators and Instructors**

Member Since 2011

**>> R E S E A R C H P R E S E N T A T I O N S**

* ***An Ergonomics Audit of College of Information and Communications Technology- Holy Angel University***

*INTERNATIONAL RESEARCH CONFERENCE ON INFORMATION TECHNOLOGY EDUCATION (IRCITE) 2017*

WESLEYAN UNIVERSITY – PHILIPPINES – February 3, 2017

Cabanatuan City, Nueva Ecija, Philippines

* ***Increasing the Value of Farm Products by Connecting Farmers***

***and Consumers through an E-Commerce System***

*[ICEC '16](http://dl.acm.org/www.icec.net/icec2016" \o "Conference Website" \t "_self) PROCEEDINGS OF THE 18TH ANNUAL INTERNATIONAL CONFERENCE ON ELECTRONIC COMMERCE: E-COMMERCE IN SMART CONNECTED WORLD*

Suwon, Republic of Korea — August 17 - 19, 2016

*ISBN: 978-1-4503-4222-3*

* ***myICS – An Academic Portal for Institute of Computing Studies***

*INTERNATIONAL STUDENT RESEARCH CONFERENCE ON COMPUTING STUDIES (ISRCCS) 2015*

ANGELES UNIVERSITY FOUNDATION – January 29 - 30, 2015

Angeles City, Philippines

* ***A Mobile System for Tracking and Monitoring of***

***Students’ Class Performance***

*PHILIPPINE ASSOCIATION FOR GRADUATE EDUCATION REGIONAL SEMINAR ON RESEARCH AND PAPER*

*PRESENTATION*

UNIVERSITY OF THE ASSUMPTION – May 7, 2011

City of San Fernando, Pampanga, Philippines

**>> COMPREHENSIVETRAININGS**

* **CCNA Security**

Holy Angel University, Angeles City, Philippines

May 22 – 26, 2017

* **Introduction to Geographic Information System**

Angeles University Foundation, Angeles City, Philippines

April 17-19, 2017

* **Agile/Scrum Training**

TwistResources, Inc. Office, Clark Pampanga, Philippines

February 16-17, 2017

* **Swift iOS Training – Module 2**

Angeles University Foundation, Angeles City, Philippines

March 20-24, 2017

* **Advanced Web Development Training-Workshop**

Angeles University Foundation, Angeles City, Philippines

December 9-10, 2016

* **Basic Web Development Training-Workshop**

Angeles University Foundation, Angeles City, Philippines

October 7-8, 2016

* **Swift iOS Training – Module 1**

Angeles University Foundation, Angeles City, Philippines

December 1-5, 2015

* **Business Analytics for Information Technology Education (Course 2: Enterprise Data Management)**

Angeles University Foundation, Angeles City, Philippines

November 3-7, 2015

* **Business Analytics for Information Technology Education (Course 1: Business Analytics)**

Angeles University Foundation, Angeles City, Philippines

October 26-30, 2015

* **SWEEPx: Mobile Application Development Training (Building iOS Mobile Application)**

Angeles University Foundation, Angeles City, Pampanga

October 28-30, 2014

**P A G E 3 / 4**

**P A G E 2 / 4**

**ICT Instructor**  **June 2006 – April 2007**

COLLEGE OF COMPUTER STUDIES

*CENTRAL L UZON COLLEGE OF SCIENCE AND TECHNOLOGY*

High School Boulevard, City of San Fernando (P) , Philippines

* Taught and applied various programming languages and theoretical subjects to college students
* Prepares syllabus for the College of Computer Studies responding to students’ learning needs
* Conducted counseling to students and parents having problems/issues
* Encourages independence and self-direction to students
* Developed an e-classroom where students and teachers can interact over the internet
* Spearheaded different Information Technology-related activities within and outside the college
* Attends and participates during in-service trainings and faculty seminars

**>> S E M I N A R S , S U M M I T S & C O N V E N T I O N S A T T E N D E D**

* **Software-Defined Networking**

Holy Angel University, Angeles City, Philippines – May 6, 2017

* **Container Technology**

Holy Angel University, Angeles City, Philippines – April 29, 2017

* **15th PSITE Region 3 General Assembly and Election of Officers**

Baler, Aurora, Philippines – April 20-21, 2017

* **14th National Conference on Information Technology Education**

Dipolog City, Philippines – October 20-22, 2016

* **Basic Web Development Training**

Angeles University Foundation, Angeles City, Philippines – October 7-8, 2016

* **Apptitude: Educate. Innovate.**

Baguio City, Philippines – October 1, 2016

* **Breakout Session 6: APPSmash: Core Education Apps**

Baguio City, Philippines – October 1, 2016

* **Breakout Session 3: Sphero, Arduino, Drones for Education**

Baguio City, Philippines – October 1, 2016

* **Student Asssembly on Information Technology Education (SAITE) 2016**

City of Balanga, Bataan, Philippines – September 15-16, 2016

* **STRIDE Innovation Workshop Series: Technical and Research Ideas for Industry Academe Collaborations in Central Luzon**

Quest Hotel and Conference Center – Clark, Pampanga – September 1, 2016

* **Advanced Ergonomics: Workstation Evaluation**

Holy Angel University, Angeles City, Philippines – August 26-27, 2016

* **SmartConnected World 2016 & ICEC 2016**

Suwon, Korea – August 17-19, 2016

* **Introduction to Cybersecurity**

Holy Angel University, Angeles City, Philippines – August 17, 2016

* **14th PSITE Region 3 General Assembly and Election of Officers**

Baguio City, Philippines – July 28-29, 2016

* **International Joint Forum on Recycling Policy and Technology of E-Waste**

Holy Angel University, Angeles City, Philippines – May 25-28, 2016

* **Microsoft Education Ambassadors Program 2016**

Baguio City, Philippines – April 14-16, 2016

* **I.T. Research Seminar - Workshop**

Angeles University Foundation, Angeles City, Philippines – March 15, 2016

* **18th PSITE National Convention**

Bacolod City, Philippines – February 25-27, 2016

* **2nd International Student Research Conference On Computing Studies**

Angeles University Foundation, Angeles City, Philippines – January 29-30, 2016

* **Joint Leadership and Management Training**

Lewis Grand Hotel, Angeles City, Philippines – December 17, 2015

* **13th National Conference on Information Technology Education**

Angeles University Foundation, Angeles City, Philippines – October 22-24, 2015

* **Zonal Public Orientation on CMO No. 25. S. 2015 (Revised Policies, Standards, and Guidelines for BSCS, BSIT, BSIS)**

Angeles University Foundation, Angeles City, Philippines – October 22-24, 2015

* **Zonal Public Orientation on CMO No. 25. S. 2015 (Revised Policies, Standards, and Guidelines for BSCS, BSIT, BSIS)**

Angeles University Foundation, Angeles City, Philippines – October 22-24, 2015

* **Student Asssembly on Information Technology Education (SAITE) 2016**

Wesleyan University-Philippines, Cabanatuan City, Philippines – September 3-4, 2015

* **13th PSITE Region 3 General Assembly and Election of Officers**

Angeles City, Philippines – July 23-24, 2015

* **17th PSITE National Convention**

Davao City, Philippines – February 26-28, 2015

* **OBE Course Exemplars**

Davao City, Philippines – February 26, 2015

* **1st International Student Research Conference On Computing Studies**

Angeles University Foundation, Angeles City, Philippines – February 18-19, 2015

* **Zonal Public Consultation on the Policies, Standards and Guidelines for BSCS, BSIS, BSIT**

Dagupan City, Philippines – December 1, 2014

* **SWEEPx: Mobile Application Development Training**

**Building a Mobile App Using Android Development Kit(ADK) with Map Integration Using HERE Software Development Kit(SDK)**

Angeles University Foundation, Angeles City, Pampanga

August 14-16, 18-20, 2014

* **Network Security**

Holy Angel University, Angeles City, Pampanga

September 28, 2013

* **Openfire, Spark And XAMPP Administrator**

Holy Angel University, Angeles City, Philippines

January 12, 2013

* **Be A Network Administrator In One Day (Installing & Administering Clear OS, Elastix, Windows 2008)**

Systems Plus College Foundation, Angeles City, Philippines

January 3 - 4, 2013

* **SAP – GBI**

Holy Angel University, Angeles City

November 9-10 , 2012

* **IBM Cognos Report Studio And Framework Manager Academic Instructors’ Training (IBM BI)**

IBM Innovation Center, TechnoHub, Diliman, Quezon City

May 14-25, 2012

* **Installing & Administering Windows 2008 Server**

MABALACAT COLLEGE, Dolores, Mabalacat, Pampanga

October 8, 15, 2011

* **IBM DB2 Academic Instructors’ Training**

Republic Central College, Angeles City

October 18-21, 2011

* **1st Cloud Computing Training And Certifications**

UP Diliman, Quezon City, Philippines

September 20-21, 2011

* **Cisco Certified Network Associate (Instructor Training)**

MFI Foundation, Inc., Ortigas Avenue, Pasig City, Philippines

April 2011 – November 2011

* **C# Programming**

Angeles University Foundation, Angeles City, Pampanga

October 21-22, 2010

* **Java Programming**

AMA COMPUTER COLLEGE (ANGELES CITY CAMPUS)

Sto. Rosario St. Angeles City, Philippines

August 2009 – November 2009

* **Installing & Administering Windows 2003 Server**

ACE-ITLEARNING SOLUTION, INC.

New York Avenue, Cubao, Quezon City, Philippines

January 3 - 4, 2009

* **Installing & Administering Exchange Server 2003**

ACE-ITLEARNING SOLUTION, INC.

New York Avenue, Cubao, Quezon City, Philippines

December 27-28, 2008

* **Introduction To Oracle PL/SQL Programming**

UP InformationTechnologyTrainingCenter

UP Diliman, Quezon City, Philippines

January 27 – February 24, 2008

**P A G E 3 / 4**

**P A G E 4 / 4**

**P A G E 3/ 4**

* **2014 NetAcad Partner Conference**

Batanagas, Philippines – September 17-19, 2014

* **12th PSITE Region 3 General Assembly and Election of Officers**

San Pebro, Bustos, Bulacan, Philippines – July 24-25, 2014

* **Mobile Application Development with Open Web Technology**

Bandung, Indonesia – May 8, 2014

* **Philippines 2014 Cisco NetExcellence**

Holy Angel University, Angeles City, Philippines – March 14, 2014

* **16th PSITE National Convention**

Baguio City, Philippines – February 27- March 1, 2014

* **Student Conference on Information Technology Education (SCITE) 2014**

Baliwag, Bulacan, Philippines – January 29-20, 2014

* **Cisco Networking Academy Instructor Conference**

Crimson Resort, Cebu, Philippines – September 11-13, 2013

* **Cisco Netspace Basic & Intermediate Feature Workshop**

Mapua Institute Technology, Makati City, Philippines – May 22, 2013

* **Cisco Voice Over IP Technology**

Holy Angel University, Angeles City, Philippines – January 28, 2013

* **Cisco Academy Summit 2012**

Hotel Bellevue Manila, Alabang, Philippines – November 06-08, 2012

* **Voice Over IP Configuration**

Holy Angel University, Angeles City, Philippines – August 28, 2012

* **Cisco Layer 3 Switch**

Holy Angel University, Angeles City, Philippines – August 23, 2012

* **International Seminar On IT-Education Across The Continents With The Theme: Computing And Technology Frontiers**

Angeles University Foundation, Angeles City – March 13, 2012

* **Cisco Academy QA Meeting 2012**

De La Salle University, Manila, Philippines – February 4, 2012

* **1st International ICT Conference And Exposition**

Fontana Convention Center, Clark Freeport Zone, Philippines – October 13-14, 2011

* **International Workshop On Enhancing Teaching And Learning Of Software Development**

Holy Angel University, Angeles City, Pampanga Philippines – August 12, 2011

* **Cisco Netacad Instructor’s Conference And Workshop 2011**

Regency Lagoon Resort, Boracay, Philippines – June 22-25, 2011

* **Microsoft Visual Studio 2010**

Republic Central Colleges, Angeles City, Philippines – December 4, 2010

* **C# Programming**

Angeles University Foundation, Angeles City, Philippines – October 21-22, 2010

* **Design, development and publication of modular-based instructional materials and educational innovations on grounded learning/teaching principles.**

Holy Angel University, Angeles City, Philippines – September 29-October 2, 2010

* **International Seminar On Software Engineering Development And Its Applications In Education**

Holy Angel University, Angeles City, Philippines – July 29, 2010

**>> CHARACTER REFERENCES**

* **DR. JOEY M. SUBA**

*President, Philippine Society of Information Technology Educators (PSITE) Foundation, Inc. – Region 3 Chapter*

*Dean, College of Computing Science and Information Technology*

University of the Assumption

City of San Fernando, Pampanga, Philippines

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* **DR. GILBERT M. TUMIBAY**

*President, Philippine Operations*

TORO.IO

Clarkfield Freeport Zone, Philippines

Mobile #: (+63) 9178682759

Email Address: docgibo.tumibay@yahoo.com

* **GEORGE M. GRANADOS**

*Dean , Institute of Computing & Information Sciences*

MABALACAT CITY COLLEGES

Dolores, Mabalacat City, Philippines

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I hereby certify that the given information is true and

correct to the best of my knowledge.

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**M A R S T E P H E N B . S E M B R A N O**

**P A G E 3 / 4**

**P A G E 4 / 4**

**P A G E 4 / 4**