



Melvin Elayron Jr.

MIS Manager | Web & SEO Specialist |
Graphic Designer

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📍 Purok Liwaliwa, Cuambogan,
Tagum City, 8100, Philippines

Education

Davao Oriental State University
BS Information Technology (2015)

Skills

Creativity



Typography



Graphic Design Software



Delivering Presentations



Problem-Solving



Project Management



About Me

As a dedicated BSIT graduate and former "Programmer-of-the-Year" for the batch of 2015, I have built a strong foundation in IT management and web development. Over the past years, I have taken on the role of MIS Manager and Web Team Developer, where I have led digital transformation efforts, optimized systems, and enhanced web platforms to drive efficiency and innovation.

With hands-on experience in SEO, HTML, CSS, JavaScript, and PHP, I enjoy creating functional and visually engaging websites. My leadership and problem-solving skills allow me to develop effective solutions while fostering collaboration within teams. Always eager to take on new challenges, I look forward to making a meaningful impact wherever my expertise is needed.

Birthday: March 22, 1995

Age: 29

Sign: Aries

MELVIN ELAYRON JR.

MIS Manager | Web & SEO Specialist | Graphic Designer

Language Skills

English



Filipino



Expertise

- Innovation: Driven by a creative mindset, continuously seeking innovative solutions to challenges
- Organizational Skills: Highly organized, ensuring smooth workflow and efficient task management.
- Communication: Excellent verbal and written communication skills, facilitating seamless interaction with stakeholders.

References

Daniel L. Makinano, LPT

Former Colleague

+63 963 313 8322

Inocencio Recuerdo, Jr.

Product Researcher, Armet Ltd.

+63 963 944 4029

Mary Rose T. Canceran, LPT

Former Colleague

+63 907 071 2497

Work Experience

Armet Ltd. (2023 - 2025)

Tech Director | Web Dev Team Lead

- Leads web development projects, specializing in WordPress and Shopify.
- Provides technical guidance to enhance system performance and user experience.
- Oversees the graphics team, ensuring high-quality visual content.

ATCI (2019 - 2023)

MIS Manager / SAS Director

- Managed IT infrastructure, including servers, workstations, and networking.
- Provided end-user support and troubleshooting for hardware, software, and network issues.
- Conducted staff training on software applications and IT best practices.

White-Hat SEO (2016 - 2019)

SEO Specialist

- Manages 50+ websites, social media accounts, and online shops, creating graphics and video content for marketing.

Davao Oriental State University

(June 2015 - April 2016)

Part-time Lecturer

- Deliver engaging lectures in programming to undergraduate students.