

MA. LOURDES F. PINEDA

Unit B #017 Mosquerra Compound East Bank Road
Flood Way, Pasig City
Mobile No.09171691955 / 09494407122
pineda.dess@gmail.com



Trained as full stack web developer see portfolio:
<https://desss91.github.io/lourdespineda/portfolio/index.html>

WORK EXPERIENCE

Engineer Voip – CSS Corporation

January 08, 2018 – Present

- Technical support representative, receive outbound calls to help customer in troubleshooting.
- Ring Central Account

ADR Caller/Patient Collection – Arriva Medical

March 18, 2013 – November 30, 2017

- Calling doctor's office regarding to diabetic patient's medical records.
- Reviewing and indexing patient's progress notes.
- Working on missing and incorrect patient's records to be submitted to the insurance company.
- Sending email to team lead for validation of the documents
- Appointed as POC

Outbound Sales Representative – Elipsys Global Inc.

September 10, 2012 – March 12 2013

- Promotes/sells/secures orders from existing and prospective customers through a relationship-based approach.
- Demonstrates products and services to existing/potential customers and assist them in selecting those best suited to their needs.
- Makes telephone to existing and prospective customers.

Junior Software Developer – EQOD INC. Ortigas

July 2011 – August 2012

- Develop software using visual basic.net
- Revise, enhance, update and install systems software components to optimize performance of the computer systems.

ON THE JOB TRAINING

HR Assistant – Amber Base Solutions Eastwood Libis – 175hrs

- Responsible for organizing employee's record up to date.
- Responsible for assisting applicants.
- Prepare and send out successful and unsuccessful letters to candidates.
- Maintain the hr database and regularly update the personnel information.

SPECIAL SKILLS

Computer Literate

- CSS
- HTML5
- PHP
- Mysql
- Java Script
- Laravel
- Adobe Photoshop
- Adobe Lightroom
- Microsoft Office Word, Excel and PowerPoint

EDUCATION

THE UNIVERSITY OF MANILA
Bachelor of Science in Computer Science
June 2007 – March 2011

TUITT INCORPORATED
Web Development
Boot camp
October 2017 – May 2018

SEMINARS ATTENDENT

INTERNET GOVERNANCE - September 10, 2007
Dr. Mariano V. de los Santos Memorial Hall

ROBOTICS - February 24, 2009
Dr. Mariano V. de los Santos Memorial Hall

WINDOWS 7 - September 22, 2009
Dr. Mariano V. de los Santos Memorial Hall

MICROSOFT OFFICE - October 6, 2010
Dr. Mariano V. de los Santos Memorial Hall