



Erjee Conchas

AWS Certified Solutions Architect &
Certified in IT Service Management



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📍 Riverside, Baisic, Hermosa Bataan

SKILL

AWS Cloud Technology

Full Stack Web
development

IT Service Management

Routing and Switching
Technology

Windows Administration

LANGUAGES

English

Professional Working Proficiency

Filipino

Native Proficiency

INTERESTS

AWS Services

MongoDB

Node/Express JS

React/Redux

Serverless Framework

RESTful API

Git

ITIL

CISCO

WORK EXPERIENCE

IT Support Officer

Omni Aviation Corporation

02/2018 – 10/2018

Airline Training Academy

Clark City, Philippines

Achievements/Tasks

- ▣ Responsible for day-to-day IT operation and management of organization's IT infrastructure.
- ▣ Manage IT budgets, including procurement of hardware, software and services.
- ▣ Perform hands-on fixes at the desktop level including implementing file backups, configuring systems applications and providing technical advice to a user's concerning IT.
- ▣ Participates and collaborates with different IT related projects and special assignments such as computer training center and IT Infrastructure upgrade.
- ▣ Creates and maintains users, directory structures, security rights and printer configurations.

Contact: HR Manager – (045) 599-5524

Broker Commissioning

US Healthmart Global Corporation

10/2018 – 11/2019

Business Process Outsourcing Solutions Company

Clark City, Philippines

Achievements/Tasks

- ▣ Handle and manage 150,000 HMO members and 3,000 broker insurance files & data on the cloud.
- ▣ Ensuring the confidentiality, integrity, and availability (CIA) of the members & broker's credentials and licenses.
- ▣ Process over 3 million USD payment for the brokers & comparing the manual and automated result to ensuring the payments are correct.
- ▣ Manipulate, cleansing and processing the data using MS excel.
- ▣ Ensuring that the system on the cloud properly compliant with HIPAA.
- ▣ Assist the CEO on daily activity.

Contact: HR Manager – kpasion@ushealthmark.com

EDUCATION

Study Program

AMA Computer College

08/2017

Courses

Olongapo City, Philippines

- ▣ Bachelor in Science in Information Technology

ORGANIZATIONS

Leaders Journey Club (04/2015 – Present)

Quality Leadership Development Training Program

Cisco Student Organization (05/2016 – 08/2017)

Cisco Campus Organization

CERTIFICATION/LICENSES

Information Technology Infrastructure Library 4

Certificate number: GR671086182EC

Registration Number: 9980060463720997

AWS Certified Solutions Architect Associate

Validation Number: 9LVLY59CF2BQ153L

PeopleCert[®]

All talents, certified.



This is to certify that

Erjee Blanco Conchas

Has achieved the

**ITIL[®] Foundation Certificate in
IT Service Management**

Effective from **18 Nov 2019**

Expiry date **N/A**

Certificate number **GR671086182EC**

Candidate number **9980060463720997**

Mark Basham, CEO, AXELOS

Panoraia Theleriti, Certification Qualifier, PeopleCert

ITIL 4 Edition

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Erjee Conchas

has successfully completed the AWS Certification
requirements and has achieved their:

AWS Certified Solutions Architect - Associate

Issue Date
Aug 08, 2020

Expiration Date
Aug 08, 2023

A handwritten signature in black ink, appearing to read "Maureen Lonergan".

Maureen Lonergan
Director, Training and Certification

Validation Number 9LVLY59CF2BQ153L
Validate at: <http://aws.amazon.com/verification>