

# Gerald P. Galdo

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## EDUCATION

### Bachelor of Science in Computer Science

Aemilianum Institute  
Jan 2008

## SKILLS

Wordpress development, HTML, CSS, Javascript, PHP, Cpanel, SEO, Database Management, Webmaster, Graphic Designer, Website Migration & Maintenance, Shopify

## LANGUAGES

English (Professional)

## Professional Summary

Dedicated Web Developer specializing in modern JavaScript frameworks and high-growth e-commerce platforms in Wordpress, including Vue/Nuxt.js and Shopify development. Expertise spans front-end rendering, integrating REST APIs, and optimizing site architecture for performance. Successfully manages freelance projects from initial design layout through to deployment, ensuring comprehensive client satisfaction.

## Work Experience

### ADMIN. IT PERSONNEL at Provincial Engineer's Office / Sorsogon City

Jan 2009 – Jan 2014 | Sorsogon City

- Managed and organized employee records using Microsoft Access, developed analytical reports in Microsoft Excel, and maintained office network systems to ensure smooth connectivity. I also handled graphic design tasks using Adobe Photoshop, contributing to the creation of visual materials and office documentation.
- Managed a database of 500 employee records in MS Access, reducing data retrieval time by 30% and generating weekly Excel reports for senior management.
- Implemented VBA macros in Excel to automate report generation and maintained a LAN of 20 workstations using Windows Server 2008.
- Designed annual report template making it the standard template for civil engineers' accomplishment reports. Handled graphic design tasks using Adobe Photoshop, contributing to the creation of visual materials and office documentation.

### FREELANCER at Local SMEs

Jan 2015 – Jan 2017 | Home-based work

- Managed WordPress websites and cPanel environments, perform PSD-to-HTML conversions, and develop complete, fully functional websites using modern web standards and best practices.
- Delivered 5 websites for local SMEs, averaging 8 to 12 pages per site and integrating practical plugins for inventory management.
- Optimized site SEO, resulting in a 40% increase in organic traffic within three months for a client's online store.

### OUTSOURCING WIZARD at Outsourcing Wizard

Jan 2017 – Jan 2019 | Home-based work

- Accept website designs prepared by graphic designers.
- Layout sites using web tools and programming tools under a development environment.
- Present completed sites to clients for evaluation.
- Optimizing cross-browser compatibility for modern devices
- Performs QA tasks to check site performance using Google Pagespeed or GTMetrix
- Converted Photoshop mockups into responsive HTML/CSS using Bootstrap 4 and custom JavaScript, reducing hand-off time by 20%.
- Resolved an average of 15 client-reported bugs per project within 24 hours, achieving a 98% client satisfaction rating.

### FREELANCER at Project-based jobs from various clients

Jan 2019 – present | Home-based work

- Specialized freelance web development with a focus on Shopify, Vue/Nuxt.js, and REST API integration, while continuously advancing expertise in WordPress development and modern web technologies.
- Built 4 Shopify storefronts using Liquid and Theme Kit.
- Delivered 13 standard Wordpress site using Elementor, Divi, Astra and Visual Composer. 3 of them are Woocommerce sites.
- Developed 5 custom plugins with github version control for malware removal, woocommerce abandoned carts, unused media cleaning and custom UPS REST API integrated shipping
- Became a malware and bug exterminator by finding malicious code and vulnerabilities, and performed security hardening measures