



Gabriel B Maturan

Contact

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San Fernando Pampanga



Profile

Dedicated professional with proven performance in Information and technology. Detail-oriented in problem-solving and planning. Ready to make an immediate contribution to your organization.

Professional Experience

Transformation Quality Analyst

Nov 2022 – March 2023

Asticom Technologies

- Developed and maintained quality assurance procedure documentation.
- Recorded findings of inspection process, collaborating with quality team to implement corrective actions.
- Ran errands and provided general office support in a professional environment.

IT Intern

Oct 2021 – Feb 2022

Cloudlex Software INC – Pandacan Manila

- Identified software components required to meet user needs.
- Conducted usage analysis to determine website's effectiveness or usability.
- Create a web-based system by using JavaScript as front end and php as backend. Examples of development such as Payroll, POS, Inventory, etc.

Sales Representative

Nov 2019 – Apr

Goldilocks – San Juan Manila

2020

- Adapted to and remained flexible in changing, fast-paced work environment.
- Prepared daily reports of sales activity using Microsoft office.
- Conducted regular stock counts on inventory containing up to a number of product varieties.

Education

Bachelor Of Science in Information Technology

City College of San Fernando
2018-2022

Accounting and Business Management

STI
2016-2018

Key Skills

- Ability To Multitask
- Time Management
- Goal-Oriented
- System monitoring,
Hardware and software
installation
- Systems administration,
Backup Procedures

