JHON REX R. BENAVENTE

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SUMMARY

Junior Developer with practical experience in workflow automation, web-based system development, and process improvement. Proficient in using Google Workspace tools (AppSheet, Sheets, Docs) to streamline operations and support business needs. Familiar with databases, reporting tools, and basic API concepts, with hands-on experience integrating systems to improve efficiency. Strong in end-user support for ERP systems (SAP, Xscribe) and motivated to continue learning and expanding technical expertise.

WORK EXPERIENCE

OMNIWORX, INC   **Parañaque City**

IT System Developer / Support   *Apr 2024 – Nov 2025*

- Designed, developed, and maintained **web-based systems** that automated internal workflows, reduced manual tasks, and improved operational efficiency across departments.
- Developed a **Ticketing System** to streamline support requests and issue tracking, ensuring faster response times and better documentation of company's services.
- Built an **Application Tracking System (ATS)** to monitor applicant status, automate notifications, and centralize recruitment data for HR.
- Managed and analyzed company databases, generating accurate reports and resolving data inconsistencies to support reliable decision-making.
- Designed and maintained **Crystal Reports for SAP**, providing actionable insights and improving reporting accuracy for finance and operations.
- Provided **end-user support for SAP and the Xscribe payroll system**, ensuring smooth ERP operations, troubleshooting issues, and training users as needed.
- Administered and maintained company servers, implementing regular backups, monitoring performance, and strengthening security.
- Resolved hardware and software issues to minimize downtime and keep business operations running efficiently.
- Recommended and implemented **technology improvements** to optimize IT infrastructure, aligning systems with business growth needs.

Project Coordinator   *Nov 2023 - Apr 2024*

- Facilitated project communication by attending client meetings, addressing concerns, and ensuring smooth coordination within the project team.
- Prepared reports and documentation, including Daily Time Records (DTRs), monthly summaries, and compliance updates, to keep project progress transparent and on track.
- Maintained accuracy of workforce data by handling attendance, overtime, and manpower deployment records directly in client systems.
- Monitored on-site manpower to ensure proper deployment and efficient workforce utilization across projects

CRISTELA MANUFACTURING   **Malabon City**

Programmer   *Jun 2022 - Jul 2023*

- Automated sales, production, and inventory tracking by building workflows with Google Suite tools (Sheets, Docs, AppSheet), improving reporting speed and accuracy.

- Supported day-to-day operations by troubleshooting basic hardware, software, and network issues, minimizing downtime for office staff.

- Maintained organized company records through systematic file management, document preparation, and reporting, ensuring smooth administrative processes.

EDUCATION

Quezon City University   **Quezon City**

Bachelor of Science in Information Technology

SKILLS & INTERESTS

Skills

- Programming & Web Development: Proficient in building, debugging, and deploying web applications using modern languages and frameworks. (e.g., PHP, React js, Python, C#).

- Communication Skills: Strong written and verbal communication; experienced in team collaboration and client engagement.

- Project & Team Management: Skilled in organizing tasks, leading teams, and ensuring timely project delivery using tools like Trello, Asana, or Jira.

- Analytical & Problem-Solving: Adept at identifying issues, analyzing root causes, and implementing efficient solutions.

- Data Entry & Database Management: Accurate data encoding and proficient in managing and querying databases (e.g., MySQL, MS Access, Google Sheets).

- Productivity Tools: Advanced knowledge of Microsoft Office Suite and Google Workspace (Docs, Sheets, Slides, Forms, etc.) for professional documentation, reporting, and collaboration.