Joseph Daniel M. Quinitio

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https://jquinitio.github.io/Portfolio/

Skills Summary

Programming and Web Development

- Designed and created a static mobile friendly portfolio website hosted in Github
- Developed an E-Commerce API using Node and Express.js
- Completed a Full-Stack Application using the MERN Stack

Work Experience

Payroll & Personal Assistant   rlg88, Remote (WFH)   2021–2023

- Handled the payroll processing for the company.
- Tends to Ad hoc tasks for the client.

Payroll & Personal Assistant   Advisible, Remote (WFH)   2016–2020

- Handled the whole employee attendance keeping and payroll processing.
- Processes data and uses it for management reports.
- Tends to Ad hoc tasks for the client.

Billing Analyst   Arvato, Eastwood Libis, Philippines   2014–2015

- Automation of Email for Invoices of clients.
- Tends to customers and clients' requests for invoicing and account concerns.
- Compiles data for the weekly Billing Consult Analysis.

Senior Team Member   JPMC, Taguig City, Philippines   2010–2014

- Team POC for New Hire Training.
- Migrated two processes from the donor site to the local hub.
- Handled weekly and monthly reports for the team.

Projects

Portfolio Website

- A portfolio website hosted in Github showcasing the application of HTML, CSS and Bootstrap

E-Commerce Website

- An E-Commerce website currently hosted in AWS that utilized the MERN Stack. (MongoDB, Express.js, React.js, Node.js)

Education

Zuitt Web Developer Program
Main Course Package [Completer / Attended]
December 2023 – Feb 2024

BS in Economics
University of Santo Tomas, España, Manila
2010