

Kevin Ligan

kevinligan04@gmail.com | [linkedin.com/in/kevin-ligan-b49ab9226](https://www.linkedin.com/in/kevin-ligan-b49ab9226) | +639055697528

Full-Stack Web Developer

Versatile Professional Skills

Experienced in automating processes, providing technical support, and delivering exceptional customer service across various industries. Proficient in WordPress development, graphic design, data management, and workflow integration, with a strong foundation in computer programming and e-commerce. Skilled at simplifying complex tasks and creating efficient, automated solutions to drive business productivity.

Skills

- Technically proficient in Microsoft Word, Excel, and PowerPoint.
- Extensive experience in customer and sales support.
- Expertise in providing technical support.
- In-depth knowledge of writing programming codes such as HTML, CSS, Javascript and Python.
- Strong teaching abilities to effectively communicate complex concepts.
- Exceptional customer service skills.
- Proficient in data entry.
- Experience in product listing, research and shipping.

Experience

Workflow Designer/Integration Specialist

May 2024 - Present

Freelance(Remote)

- As a Workflow Designer and Integration Specialist, I leverage Make.com to connect and automate processes across various apps and platforms. My work simplifies complex tasks, boosts efficiency, and helps businesses run smoother by building smart, automated workflows that save time and resources.

WordPress Developer

Feb. 2024 - Oct. 2024

TripleWebTech(Utah, United States - Remote) Contract

- As a WordPress developer, I specialize in transforming outdated websites into visually appealing and functional platforms. I collaborate closely with clients to understand their vision and implement necessary changes, ensuring their websites are exceptional and user-friendly.
 - Utilizing the Neve theme templates, I guide clients in selecting their preferred designs and customize these templates through a drag-and-drop interface. When needed, I also enhance functionality by integrating custom PHP, HTML and CSS. My expertise includes utilizing various plugins, such as AIOSEO for optimizing blog posts, Otter plugins for added features, and WooCommerce for eCommerce solutions.
- My goal is to deliver a polished, responsive website that aligns with the client's objectives and enhances their online presence.

Graphic Designer

Feb. 2023 - Mar. 2023

Hommati.com (Hommati184 - Project Based)

- Design and execute layouts/marketing assets for homepage features, landing pages, digital marketing, social media, site banners, packaging, product labels and brochures.

Product Lister/Product Researcher

Feb. 2023 - Mar. 2023

New York Fragrance Supply

- Responsible for creating and managing listings of products on e-commerce platforms or websites. Job involves ensuring the product listings are accurate, complete, and appealing to customers. Also responsible for optimizing product descriptions, images, and pricing, and may need to communicate with suppliers to obtain necessary information for product listings.
- Responsible for researching and analyzing market trends and customer needs to identify new products could be developed or added to an existing product line. Job involves conducting market research, analyzing sales data, and gathering customer feedback to identify opportunities for product development.

E-commerce Virtual Assistant

Feb. 2021 - Aug. 2022

Tooflee Inc

- Helps with the product and research-based tasks, excel work, product image editing, product listings, optimizing product lists, managing pricing and inventory, fulfilling orders, processing returns and exchanges, bookkeeping, and handling customer support.

Advisor II, Customer Service

Jan. 2020 - Feb. 2022

CONCENTRIX PHILIPPINES

- Monitor and maintain computer systems and networks. Talk to staff or technicians through a series of actions, over the phone, chat and email to help set up systems or resolve issues. troubleshoot system and network problems, diagnosing and solving hardware or software faults. replace parts as required.

Sales and Customer Service Representative

Apr. 2018 - Dec. 2019

IQOR PHILIPPINES

- Helps customers with complaints and questions, give customers information about products and services, take orders, and process returns. Helping customers understand the product and answering questions about reservations and having a role in sales.

Education

Pathway Connect

2023

Byu-Pathway Worldwide

Online Student.

- PC 101 - Life Skills.
- PC 102 - Professional Skills.
- PC 103 - University Skills.
- CSEPC 110 - Introduction to Python Development.

2023

Brigham Young University - Idaho

Web and Computer Programming Courses.

- CSE 111 - Programming with Functions.
- WDD 130 - Web Fundamentals.

Certificates

- BYU-Pathway Worldwide
- AWS Certified Database - Specialty (DBS-C01) Cert Prep: 1 Introduction and Services
- WordPress Development: Coding Practice
- Programming Foundations: Fundamentals
- Succeeding in Web Development: Full Stack and Front End
- Programming Foundations: Databases Programming Foundations: Databases
- PHP for WordPress

Volunteer Experience

Temple Ordinance Worker

Oct. 2023 - Present

The Church of Jesus Christ of Latter-day Saints

Senior Service Missionary

Sep. 2023 - Present

BYUPathway Worldwide - Phils

- With BYU-Pathway Worldwide's global presence, service missionaries play a central role in finding, shepherding, and supporting students at the local level in most countries. As missionaries give Christ-like service to the students they work with, they demonstrate the truthfulness of King Benjamin's words: When ye are in the service of your fellow beings ye are only in the service of your God. (Mosiah 2:17)
- Service missionaries assigned to BYU-Pathway are called and set apart through local priesthood leadership and thus carry a meaningful mantle. Missionaries watch over, encourage, and empower their students to become disciple leaders and capable learners. In the same way that full-time proselyting missionaries pray for their investigators, service missionaries assigned to BYU-Pathway also have access to the powers of heaven and should use that power in behalf of
- students, as well as to seek out new students who need the educational and spiritual blessings that BYU-Pathway's offerings can provide.
- Here are just a few of the roles missionaries assigned to BYU-Pathway fulfill: Provide love and support to students.
- Facilitate weekly gatherings for PathwayConnect students (2-3 hour weekly commitment). (Instruction is provided by lead students and online instructors.)
- Inform Church members and leaders about BYU-Pathway's offerings.
- Build strong relationships with local ward and stake ecclesiastical leaders and institute directors.

Stake High Council

Apr. 2022 - Mar. 2024

The Church of Jesus Christ of Latter-day Saints

- Cadiz Philippines Stake High Council
- The Stake High Council assists the Presidency of the Stake in approving ward and other stake leaders, conducting membership councils, and in communicating to and instructing the leaders of the wards and branches within the stake.

Cadiz Philippines Stake Financial Auditor

Aug. 2022 - Feb. 2024

The Church of Jesus Christ of Latter-day Saints

- As directed by the stake audit committee, a stake
- auditor reviews stake and ward financial records to determine whether contributions are properly recorded, Church funds are properly accounted for and protected, and financial records are complete and accurate. When a stake auditor observes that Church financial policies and procedures are not being followed, he reports his observations to the stake audit committee. The stake audit committee uses this information to provide training that will strengthen priesthood leaders and clerks and protect the Church's sacred funds.
- A stake auditor has four principle duties
- 1. Understand stake financial risks and Church financial policies and procedures.
- 2. Conduct timely, high-quality audits.
- 3. Provide limited training during an audit.
- 4. Report all audit exceptions to the stake audit committee.

Cadiz 2nd Ward Bishopric 2nd Counselor

Oct. 2022 - Mar. 2023

The Church of Jesus Christ of Latter-Day Saints

- The 2nd counselor assists the Bishop in approving ward leaders, conducting membership councils, and in communicating to and instructing the leaders of the ward council.