Mike Angelo G. Rivera

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#361-C Purok 1, Pinsao Proper, Baguio City

OBJECTIVE:

To obtain a position related to my course, Information Technology, that will enable me to apply the things I have learned, and at the same time, gather more knowledge and experience, that will help me even further my career.

EDUCATION:

BATCHELOR OF SCIENCE IN INFORMATION TECHNOLOGY MAJOR IN WEB TECHNOLOGY   **MAY 2014 - APRIL 2017**
University of the Cordilleras

SECONDARY EDUCATION   **2010 - 2014**
Phases Learning Center

SKILLS AND QUALIFICATIONS:

Knowledgeable in Web Technologies including HTML, CSS, and PHP

Background in Database Management

Knowledgeable in Wordpress Theme Development

Knowledgeable in Adobe Photoshop and Adobe Fireworks

Knowledgeable in Microsoft Office Applications (MS Word, MS Excel, MS Powerpoint)

Knowledgeable in Windows OS Troubleshooting

Knowledgeable in Graphic and website design

Experience in asset management

Knowledgeable with Windows Active Directory

CSE Passer 2018

WORK EXPERIENCES:

LINKAGE WEB SOLUTIONS ENTERPRISE   **January 2017 - August 2017**
Internship

Job responsibilities:

Data scraping and lead generation

PSD to HTML training

Wordpress Theme Develpment training

Graphic and website design training

Data entry on live websites via Wordpress backend

ON DEMAND ENGLISH INNOVATIONS INC. (51TALK)   **August 2017 - June 2018**
Office Based Teacher Support

Job responsibilities:

Help office based teachers when they encounter a problem regarding the software that they use.

Keeping track of OBT attendance

Subbing classes to make sure that there were no missed lessons

ON DEMAND ENGLISH INNOVATIONS INC. (51TALK)   **June 2018 - January 2021**
L1 IT Support Associate

Job responsibilities:

Software deployment for workstations used by teachers and shared services alike.

Utilize provided monitoring tools to make sure that the internal services are properly functioning

Workstation reformatting upon employee request

Providing remote assistance to teacher and other employees within the company

SEMINARS AND TRAININGS ATTENTDED:

Scrum Methodology Workshop
February 26, 2016
University of the Cordilleras

Junior Wordpress Developer Training - Workshop and Competency Assessment
May 17, 2017
VIVIXX Academy, Calle Uno Building No.3 First Road,
Quezon Hill, Baguio City, Philippines

Linkage Web Solutions Enterprise Graphic Design, Website Design and Development Training

January 9, 2017
Linkage Web Solutions Inc., Calle Uno Building 3
First Road, Quezon Hill, Baguio, Benguet, Philippines

CHARACTER REFERENCES:

Name   : Mike Alvin Santos
Position   : Systems Administrator L2 IT Associate
Company   : On Demand English Innocations Inc.
Contact Number : (+63)917 507 3884
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Name   : Jhayson Diaz
Position   : OBT Support Specialist
Company   : On Demand English Innocations Inc.
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Name	:	Deewa Amor Tomas
Position	:	OBT Support Associate
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