

# Ma. Gracia Kim A. Brela

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Passionate servant leader with a lifelong interest in technology, specifically in front-end web development and SAP technologies. Dedicated to enhancing technical capabilities to contribute to any organization's growth and success.

## EDUCATION

### Bachelor of Science in Information Systems—Enterprise Resource Planning

Mapúa University, Makati

### STEM—Information Technology

Asia Pacific College, Makati

### Junior High School

San Isidro National High School, Makati

Aug 2021—Aug 2024

Cardinal Excellence Awardee, President's List (3x)

Jul 2019—Jul 2021

Batch 2020-2021 Top 16%

Jul 2015—Jul 2019

Batch 2018-2019 Top 7

## EXPERIENCE

### Privacy and Security Risk Governance Intern

Apr 2024 —Jul 2024

Globe Telecom Inc., Taguig

- Assisted in developing and updating information security policies and procedures to align with ISO 27001:2018, PCI DSS v4.0, and NIST SCF 2.0, mapped standard controls, conducted privacy and security risk assessments, managed over fifteen vendor risks, participated in audits, and supported test plan creation and execution to ensure regulatory compliance and control effectiveness.

### Virtual Marketing Apprentice

Nov 2022—Dec 2022

KadaKareer, Manila

- Researched and developed detailed customer profiles for Park N Sell by conducting interviews and online surveys with 50 respondents. Formulated and executed a strategic content plan, including targeted advertising campaigns, content pillars, and a content calendar, while analyzing previous social media performance to refine and enhance engagement and reach.

## PROJECTS

### Web-based Transaction Processing System

Jan 2024 —Jul 2024

Full-stack Web Developer, Capstone Project at Mapúa University

- Spearheaded the application of Design Thinking methodology in our capstone project ("ProVisionSupply") to identify user needs and develop targeted solutions. The empathize and test phases included conducting in-depth interviews and surveys with over fifty employees and fifty customers from construction supply stores, leading to a fully functional system that received high satisfaction and positive feedback during user acceptance testing (UAT).
- Solely engineered and deployed the project using CodeIgniter 3 on Hostinger, developing features such as authentication, product management, order tracking, sales reporting, and material cost estimation, and integrated machine learning for forecasting future demand. Utilized MySQL, jQuery, and Bootstrap for comprehensive data handling, interactive interfaces, and responsive design.

### Cross-Platform Risk Management Application

Jun 2024—Jul 2024

AppSheet Developer, Internship Project at Globe Telecom, Inc.

- Applied Rapid Application Development (RAD) methodology to complete my internship project ("RiskRadar") from concept to UAT within one month. Refined the project continuously based on feedback from the Governance, Risk, and Compliance (GRC) team, resulting in a fully functional solution that received commendation from the GRC Vice President for its potential integration into company operations.
- Solely proposed and developed the project using AppSheet, incorporating data structures, automated workflows, and a dashboard to enhance transparency and streamline risk management processes. The application also featured real-time notifications to risk owners and intelligent risk catalog suggestions to align with industry standards.

### Hospital Finder Website

May 2021—Jul 2021

Front-end Web Developer, Bootcamp Project at Asia Pacific College

- Participated in Scrum ceremonies, including sprint planning and daily stand-ups, and assisted in updating the sprint backlog with development progress and issues to ensure project transparency and team coordination. Documented requirements for the bootcamp project ("MediText"), which was recognized as the Best Bootcamp Project by our senior high school cohort.
- Made substantial contributions to front-end development using Bootstrap and MySQL, focusing on designing and implementing key pages. The website allowed users to search for hospitals, view contact information, addresses, availability, and services. The project was deployed via Heroku with backend integration using CodeIgniter 3.

## EXTRA-CURRICULAR ACTIVITIES

### IS Program Representative & Logistics

#### Committee Member

School of Information Technology Graduating

Class of 2023-2024, Mapúa Makati

May 2024—Oct 2024 (Expected)

#### Technical Committee Member

Google Developers Student Club, Mapúa Makati

Aug 2023—Aug 2024

### Board of Director, Internal Vice President,

### Council of Organizations Representative,

### Design Head

Information Systems Next-Gen, Mapúa Makati

Aug 2021—Aug 2023

### President

EsP Club, SINHS Makati

Jul 2018—Jul 2019

### Editorial & Feature Writer, Layout Artist

Dalisay Journalism Club, SINHS Makati

Jul 2018—Jul 2019

## HONORS & AWARDS

### First Place Winner, Tech4Women Singapore

### Hackathon – SafeSteps

The Women's Forum Youth Lab, 2023

### Third Place Winner, National ERPsim

### Competition 2022

SAP Philippines, 2022

### Sixth Place, National ERPsim Competition

### 2023

SAP Philippines, 2023

### Best Bootcamp Project – MediText

Asia Pacific College, 2021

### Best Research – Edukoleds Website Acceptance

Asia Pacific College, 2021

## CERTIFICATES & BADGES

### Certified Six Sigma White Belt

The Council for Six Sigma Certification (2024)

### Certified JavaScript Foundation Professional

LinkedIn Learning, Mozilla (2024)

### Design Thinking for Innovation:

### Brainstorming and Ideation, Prototyping and

### Testing and, Stakeholder Engagement

SkillSoft (2023)

### CAPM®: Project Functions

Codecademy (2023)

### Certified Scrum Foundation Professional

Certiprof (2021)

## SKILLS

SAP S/4HANA, SAP GUI, Web Development (HTML5, SCSS, Bootstrap, AJAX, PHP, CodeIgniter), MySQL, Data Analysis with Python and Power BI, Low-code Application development (AppSheet, Webflow, WordPress, Carrd), IT Risk Management, Graphic Design (PhotoScape X, Adobe Photoshop, Illustrato InDesign, Canva, MediBang Paint), Office Productivity Software, Agile Project Management (Trello, Asana, Notion), Strategic Planning, Business Process Mapping, Java GUI Programming, Accounting Principles, Teamwork.

You may visit my [portfolio](#) for additional details on my certificates, projects, awards, and other experiences.