

MICHAEL G. MELEVO

michaelgmelevo@gmail.com – (+63) 961 076 9717 – Tarlac City, Philippines –

<https://www.linkedin.com/in/michaelmelevo/>

EXPERIENCE

My Creative Panda

January 2018 – May 2022

Webmaster

Tarlac City, Tarlac, Philippines

- **Website Layout & UI Design:** Expert in designing and developing responsive, mobile-first website layouts and user interfaces through WordPress, ensuring an intuitive user experience.
- **Performance & Availability Management:** Optimized performance and ensured high availability of WordPress websites, managing all technical aspects for seamless functionality.
- **Content Migration & Backup Management:** Led smooth content migrations with minimal disruption and implemented regular backup protocols to safeguard data and enable quick recovery.
- **Feature Implementation & Enhancements:** Integrated new features and functionality, consistently enhancing the user experience and performance of websites.
- **Cross-Browser & Cross-Device Testing:** Conducted comprehensive testing across browsers and devices, resolving technical issues to ensure a consistent, quality user experience.
- **Backend Integration & API Management:** Integrated various back-end services, APIs, and databases for dynamic, data-driven websites with seamless functionality.
- **WordPress Theme & WooCommerce Development:** Developed custom WordPress themes using Bootstrap 5 and built WooCommerce stores with integrated payment gateways and product management features.
- **Security & Site Management:** Proactively addressed security vulnerabilities through vulnerability assessments, implemented firewalls, and ensured site protection against attacks and data loss.
- **SEO Optimization & Content Updates:** Regularly updated website content and optimized sites for SEO, driving traffic and improving search engine rankings through tools like Google Analytics and Yoast SEO.
- **Server Maintenance & Troubleshooting:** Managed and troubleshot servers, ensuring the smooth operation and efficient performance of websites.
- **Project Management & Client Support:** Collaborated with stakeholders to gather requirements, manage projects, and provide ongoing technical support, ensuring high customer satisfaction and timely delivery.
- **UI Frameworks & Design Tools:** Developed websites using UIKit and design tools like Figma and Adobe XD to create user-centered, visually appealing interfaces.

E-Rehab Limited Liability Company

May 2022 – Present

Web Designer

Pasay City, Manila, Philippines

- **DNS Management & SSL Implementation:** Managed DNS configurations and integrated SSL certificates to ensure secure, efficient website functionality and protect user data.
- **WordPress Development & Responsive Design:** Developed WordPress websites using HTML5, CSS3, UIKit 2, Less.js, and PHP, ensuring cross-browser compatibility and responsive design across devices.
- **Modern Web Design Trends:** Applied contemporary design elements, such as hero video headers, gradients, and duotones, to enhance visual appeal and engagement.
- **UI Frameworks & Design Optimization:** Expert in utilizing UIKit 2/3 to build clean, user-friendly interfaces and iteratively optimizing designs for improved performance and user experience.
- **Full Development Cycle Participation:** Led and contributed to the entire web development process, from gathering requirements and creating wireframes to conducting thorough QA testing for quality assurance.
- **Content Standards & Brand Consistency:** Enforced visual and content consistency by adhering to brand guidelines, ensuring cohesive and high-quality design across projects.

- **Site Optimization & Performance:** Focused on optimizing websites for speed, scalability, and SEO, ensuring high-performance websites with seamless user experiences.

SKILLS

- **Web Development:** HTML5, CSS3, JavaScript (jQuery), PHP, Bootstrap
- **Database Management:** MySQL, PostgreSQL, Database Design & Optimization
- **Version Control:** Git, GitHub
- **CMS & E-Commerce:** WordPress, Custom Theme & Plugin Development, WooCommerce
- **Web Security:** SSL/TLS, HTTPS, XSS, CSRF, SQL Injection Prevention
- **SEO Optimization:** Google Analytics, Google Search Console, Yoast SEO
- **Web Performance:** Site Speed Optimization, Page Load Testing
- **API Integration:** RESTful APIs, Payment Gateways
- **UI/UX Design:** Figma, Responsive Design, Canva
- **Graphic Design:** Adobe Photoshop, Illustrator
- **Video Editing:** Adobe Premiere Pro, Filmora
- **Cross-Browser Compatibility:** Chrome, Firefox, Safari, Edge
- **Web Hosting:** cPanel, VPS, Server Configuration
- **Project Management:** Agile Methodologies
- **CSS Preprocessors:** LESS
- **Template Engines:** Twig
- **DNS Management:** Domain Setup, DNS Configuration, DNS Record Management
- **Security Tools:** Kali Linux (Penetration Testing, Vulnerability Scanning)

PROJECTS

- **Mountain View Physical Therapy**
 - URL: <https://mountainviewphysicaltherapy.com/>
- **Crystals Wellness Spa**
 - URL: <https://crystalswellnessspa.com/>
- **Madden & Gilbert Physical Therapy**
 - URL: <https://maddengilbertphysicaltherapy.com/>
- **National Privacy Commission Website Revamp**
 - URL: <https://privacy.gov.ph/>
- **Visitor Information and Travel Assistance System (V.I.S.I.T.A)**
 - URL: <https://tourism.realquezon.gov.ph/>
 - URL: <https://tourism.realquezon.gov.ph/visita/>
- **UP - Center For Integrative & Development Studies**
 - URL: <https://cids.up.edu.ph/>
- **UP - College of Social Sciences**
 - URL: <https://css.upb.edu.ph/>
- **Municipality of Agdangan, Quezon**
 - URL: <https://agdanganquezon.gov.ph/>

PORTFOLIO

- URL: <https://michaelmelevo.github.io/>

EDUCATION

AMA Computer College

Bachelor of Science in Information Technology

Tarlac City, Tarlac