

# Arnold M. Monticalvo

## IT/Software Developer

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### Objective

Obtain career in a company that will utilize my skills, education, and experience to reach business goals by selecting and creating effective IT solutions and also in return broaden my horizon in technical aspect of global competitiveness.

### Profile

- More than ten years of technical expertise in various IT fields. Advance knowledge in system administration and network policies.
- Extensive knowledge in software development, hardware maintenance and troubleshooting.
- Well verse in corporate IT working environment and international standards.
- Major strength includes the ability to work with diverse and multicultural groups.
- Proactive team player with excellent interpersonal relationship, and communication skills.
- Proven track record of facilitating changes within a professional result oriented time bound manner.

### Technical Skills

#### **System Administration**

- Active Directory, Domain Management and Securities
- Server, Desktop Management and Installation
- Network Scripting and Automation
- Computer Management/Technical Support and Helpdesk
- Remote Desktop Troubleshooting
- Operating System Deployment (Unattended, Cloning, WinPE)
- Microsoft Exchange Administration.

#### **Software Development**

- Microsoft Visual Studio (ASP.NET/Visual Basic.Net/C#.net)
- Adobe Flex Builder 4.6 and Flash CS5
- Microsoft SQL and Stored Procedure/MYSQL
- Mobile Application Development/HTML5 using NS Basic AppStudio
- Macro Programming in VBA/Microsoft Office Automation
- Autodesk .NET Application Development for AutoCAD, Revit and Robot
- Relational Database Management System (Visual FoxPro/DBASE)

#### **System/Software Applications**

- Microsoft Windows Operating Systems and Servers
- Microsoft System Center Configuration Manager and Microsoft ISA/TMG Server
- CA Unicenter Software Asset and Delivery
- CA Unicenter ArcServer Backup
- AutoCAD and Revit API Development
- Microsoft Forefront Endpoint Protection/Symantec Corporate Antivirus
- Remote Control and Management Software
- VMWare Workstation/Microsoft Virtual Machine

#### **Network Installation and Cabling**

- Basic Network Installation, Cabling and troubleshooting, CISCO Routers and Switches, Wireless devices/Access Point Remote Control Software Troubleshooting
- Network automation and scripting
- Knowledge in corporate (WAN/LAN) environment

#### **Computer Repair and Technical Support/ISO Standards**

- Analyze/Repair/Documentation
- Maintain, develop and manage current system
- Provide immediate solution to end user
- Knowledge and training in International Standards ISO 9001,14001,18001

#### **Productivity Software**

- Adobe Photoshop CS5
- Microsoft Office, Basic knowledge in Autodesk AutoCAD and Revit

## Employment History

Company : **MZ and Partners Architectural and Engineering Consultancy**  
Industry : Architectural/Engineering  
Address : P.O. Box 5785 Doha Qatar  
Website : <http://www.mzandpartners.com>  
Position : IT/Software Developer  
Duration : Sept 24, 2010 - Present  
Department : IT Department

### Duties and Responsibilities:

- Maintaining company's IT infrastructure.
- Monitoring and ensuring company's software and network availability.
- Supervising Server operation and ensuring optimal performance.
- Manage Server and Workstation software deployment using Microsoft SCCM.
- Developing software to aid in CAD operation and process.
- Provide electronically or hardcopy IT information and documentation to users.
- Perform Intervention or refer to external assistance, if necessary
- Developing application to streamline daily task.

Company : **Al-Othaim Markets Company**  
Industry : Malls and Super Markets  
Address : P.O. Box 41700 Riyadh 11531 KSA  
Website : <http://www.othaimmarkets.com/en>  
Position : Systems Engineer  
Duration : November 30, 2008 to January 31, 2010  
Department : IT infrastructure Department

### Duties and Responsibilities:

- Providing first line of support on all branches regarding system and application issues.
- Collaborate with other IT Team regarding system issues and anomalies.
- Monitoring and ensuring company's system and network integrity.
- Supervising the installation of network connections and devices for new projects such as new markets.
- Responsible in monitoring branch daily connection uploads and batch processing.
- Collaborate with other IT Team member regarding system development.

Company : **Essilor Manufacturing Philippines Inc.**  
Industry : Optical Lens Manufacturing  
Address : SFB No. 10 Bataan Economic Zone Mariveles, Bataan  
Website : <http://www.essilor.com/en/Pages/Home.aspx>  
Position : MIS/Application Developer  
Duration : July 14, 1999 – October 2008  
Department : MIS/Logistics Department

### Duties and Responsibilities:

#### Software

- Installation of Software according to the company's standard and user's requirement.
- Provide software support and ISO documentation for every revision.
- Analyze end users requests for software development and modification.
- Develop software according to the company's standard and user requirement.

#### Hardware

- Select Hardware and Networking needs according to the companies' standard requirement.
- Identify needs for upgrading and renew of Hardware.
- Monitor and test hardware's working integrity and setup.
- Documentation and registration of new hardware.
- Provide technical support and repair if possible.
- Provides preventive maintenance of all IT hardware.

#### Tech Support

- Provide electronically or hardcopy IT information and documentation to users.
- Perform Intervention or refer to external assistance, if necessary

Company : **Paramount Footwear Company Incorporated**  
Industry : Shoe Manufacturing – Reebok Philippines  
Address : Bataan Economic Zone Mariveles, Bataan  
Website : None  
Position : EDP Programmer/Tech Support  
Duration : May 15, 1998 - June 10, 1999  
Department: Planning Department

**Duties and Responsibilities:**

- Develop and manage production application
- Generate automatic daily production report
- Technical support and hardware repair

Company : **Dunlop Slazenger Philippines Inc.**  
 Industry : Manufacturing  
 Address : Bataan Economic Zone Mariveles, Bataan  
 Position : OJT - Programmer  
 Duration : November 1996 to December 1996  
 Department: EDP Department

**Duties and Responsibilities:**

- To help develop production automation of reports
- Provide basic technical support to user.

**Trainings and Seminars**

**Course:** ISO 9001:2008 Orientation  
**Conducted by:** Visual International  
**Venue:** College of North Atlantic Doha, Qatar  
**Date:** May 19, 2012

**Course:** Autodesk Revit Structure 2010  
**Conducted by:** Stanford IT Learning CIM Tech  
**Venue:** Makati, Philippines  
**Date:** August 31 to September 4, 2010

**Course:** Basic Cisco Device Overview  
**Conducted by:** Al-Othaim Markets Company  
**Venue:** Riyadh KSA  
**Date:** December 7 to 10, 2008

**Course:** Implementing a Microsoft SQL Server 2005 Database  
**Conducted by:** MSINet Education Inc.  
**Venue:** Makati, Philippines  
**Date:** July 16 to 18, 2010

**Course:** Course 4995 – Programming with the Microsoft.NET Framework  
**Conducted by:** MSINet Education Inc.  
**Venue:** Makati, Philippines  
**Date:** May 04 to 08, 2010

**Course:** Electrical Safety/LOTO Training  
**Conducted by:** Essilor Safety Department  
**Venue:** Essilor, Bataan Economic Zone  
**Date:** January 14, 2008

**Course:** AutoCAD 2007  
**Conducted by:** MicroCAD  
**Venue:** San Fernando, Pampanga Philippines  
**Date:** May 6 to July 1, 2007

**Course:** Course 2279 - Planning, Implementing & Maintaining Microsoft Windows Server 2003/Active Directory Infrastructure  
**Conducted by:** MSINet Education Inc.  
**Venue:** Makati, Philippines  
**Date:** June 04 to 08, 2008

**Course:** ISO 14001 - Environment Aspect  
**Conducted by:** NSI Consulting  
**Venue:** Balanga, Bataan Philippines  
**Date:** February 5 to 11, 2005

**Course:** Windows SD/SAM Migration System  
**Conducted by:** Essilor DSI (In-house Training)  
**Venue:** Essilor, Bataan Economic Zone  
**Date:** March 11 to 13, 2005

**Course:** Six Sigma Orientation  
**Conducted by:** QA Department (In-house Training)  
**Venue:** Essilor, Bataan Economic Zone  
**Date:** February 25, 2005

**Course:** Interaction Management  
**Conducted by:** Ciriaco Consulting Group  
**Venue:** Balanga City, Bataan Philippines  
**Date:** November 28 to December 2, 2004

**Course:** Safety & Environmental Refresher Course  
**Conducted by:** NSI Consulting  
**Venue:** Mariveles, Bataan  
**Date:** October 5 to 7, 2003

**Course:** Appreciation Course on ISO 14001  
**Conducted by:** NSI Consulting  
**Venue:** Mariveles, Bataan  
**Date:** November 11 to 12, 2003

**Course:** Microsoft Server & Desktop Deployment  
**Conducted by:** Essilor MIS Dept. (In-house Training)  
**Venue:** Essilor, Bataan Economic Zone  
**Date:** January 15, 2001

## About Me

### Educational Background

Education Level	:	<b>Bachelor's/College Degree (BSIT)</b>
Education Field	:	Science in Information technology
Course	:	Bachelor in Computer Data Processing Management/IT Major
School/University	:	Polytechnic University of the Philippines
Address	:	BEZ Mariveles, Bataan Branch
School Year	:	1994 -1998

Education Level	:	<b>Laboratory High School</b>
Education Field	:	High School
School/University	:	Polytechnic University of the Philippines
Address	:	BEZ Mariveles, Bataan Branch
School Year	:	1990 -1994

Education Level	:	<b>Elementary</b>
School/University	:	Mt. View Village Private School
Address	:	Barangay. Mt. Mariveles, Bataan Branch
School Year	:	1985 -1990

### Personal Details

Age	:	38
Date of Birth	:	May 13, 1976
Gender	:	Male
Civil Status	:	Married
Height	:	161 cm
Weight	:	64 kg
Nationality	:	Filipino
Religion	:	Catholic
Passport Number	:	EB2988495
Date of Issue	:	July 11, 2011
Expiry Date	:	July 10, 2016
Place of Issue	:	DFA Manila
SSS Number	:	02-1720278
TIN	:	915-085-847-5

Engineers Toolbox Mobile App  
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