

# Paul Iverson Cortez

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## Education

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Bachelor of Science in Information Technology  
*Lyceum of the Philippines University – Cavite*

June 2014 – May 2019  
*General Trias, Cavite*

## Work Experience

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### Junior Software Developer

*Cylix Technologies Inc.*

February 22, 2021 – Present  
*Mandaluyong, Metro Manila*

- Played a key role in developing the "ERP Web System," which has become the go-to tool for all employees, providing real-time data access and simplifying daily tasks across the board.
- Responsible for ongoing maintenance and support of the "ERP Web system", ensuring continuous functionality and efficiency
- Served as a "Backend Developer" for the "Cylix Portal", a critical application utilized by Cylix employees for efficient attendance and tracking management.
- Maintained the operational integrity of the "Cylix Portal", guaranteeing seamless performance and user convenience through proactive maintenance and upkeep.

### IT Staff

*Shimadzu Philippines Manufacturing Inc.*

October 1, 2019 – June 22, 2020  
*Rosario, Cavite*

- Demonstrated strong technical skills in Robotic Process Automation (RPA) by building and deploying "UiPath" workflows with "Visual Basic" scripting, achieving considerable improvements in task processing speed.
- Proactively maintained system performance and security by implementing regular updates and adhering to recommended maintenance procedures.
- Leveraged in-depth knowledge to repair hardware and software issues in laptops and desktops, consistently optimizing performance for both through proactive maintenance and adherence to best practices.
- Proven ability to navigate and utilize Oracle EBS, contributing to streamlined workflows and improved communication within teams.

### Desktop Support Engineer Intern

*Cypress Manufacturing Limited*

May 21, 2018 – August 17, 2018  
*General Trias, Cavite*

- Served as the first point of contact for end users, providing prompt and efficient resolution to their IT inquiries and concerns.
- Expertise in hardware installations and repairs extends to PCs, terminals, telephones, printers, and scanners, ensuring smooth operation and minimal downtime for users.
- Optimized team collaboration by ensuring seamless access and availability of meeting rooms, facilitating efficient communication and fostering productivity.

## Technical Skills

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Programming Languages:	JavaScript, Typescript, Python, PHP
Frameworks and Libraries:	Laravel, Vue.js, Tailwind CSS, Sass, Bootstrap, GSAP
Development Tools:	VS Code, Git, GitHub, Postman
Database Management Systems (DBMS):	PostgreSQL, MySQL
Web Technologies:	HTML, CSS, Rest API, AJAX
Enterprise Resource Planning (ERP):	SAP Business One, Oracle EBS

## Certification

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- Network Security Expert (NSE) 2 Network Security Associate - Certified 2021
- Network Security Expert (NSE) 1 Network Security Associate - Certified 2021
- Google Ads Display Certification - Certified 2020
- Microsoft Technology Associate (MTA): HTML5 Application Development Fundamentals - Certified 2018