



MARK FLORENCE CHAVEZ

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PROFILE

A hardworking IT student with an aptitude for developing solutions in a limited amount of time and an eagerness to use my technical and personal skills for the growth of the organization and myself.

EDUCATION

Diploma in Information Technology	2022-PRESENT
Polytechnic University of the Philippines - Manila	
<ul style="list-style-type: none">Block President/Representative (2022-2024)Junior Council Officer in Communication in Public Relations Committee PUP ITECH Student Council (2022-2023)Senior Council Officer in Mass Media Committee PUP ITECH Student Council (2023-2024)UI/UX Cadet in Google Developer Student Club - PUP (2023-2024)Treasurer in OMT-ICT Academic Organization (2023-2024)3rd-Year IT Representative in Consortium of Office Management and Information Technologists (2024-2025)Senior Curriculum Analyst - Web Development Team in Google Developer Groups - PUP (2024-2025)	
Technical Education and Skills Development Authority	
Programming JAVA NC III TESDA Training	2023
<ul style="list-style-type: none">Digital Arts Technology Training Center Inc.	
Computer Systems Servicing NC II TESDA Training and National Assessment	2023
<ul style="list-style-type: none">Mindtech Training and Development Institute Inc.	
Visual Graphic Design NC III TESDA Training and National Assessment	2024
<ul style="list-style-type: none">SLDM Colleges of Quezon City	
Contact Center Services NC II TESDA Training	2024
<ul style="list-style-type: none">SLDM Colleges of Quezon City	

INTERNSHIP EXPERIENCE

Full-Stack Developer Intern	July 2024 - September 2024
Meta Core Systems Inc.	
Frontend Development	
<ul style="list-style-type: none">Developed responsive front-end components with CRUD modals using CodeIgniter PHP framework, Bootstrap, and AJAX allowing for real-time updates and seamless server communication, enhancing user interaction for cash-in and expense transactions, enabling an intuitive user interface and improving the process for recording and managing financial data.Developed a dashboard feature using the CodeIgniter PHP framework, Bootstrap, and AJAX for fetching real-time data, keeping the dashboard updated without manual refresh, and displaying daily, monthly, and yearly expenses, enabling data-driven decision-making and automating expense monitoring.Developed responsive front-end components with CRUD modals using Vue.js, Bootstrap, and Axios allowing seamless communication with the backend, ensuring efficient data management and API requests for the Election of Officers and Documentation features, modernizing the voting process and improving document inventory management procedures.	
Database Development & Backend Programming	
<ul style="list-style-type: none">Designed and implemented an Entity Relationship Diagram (ERD) database using MariaDB and XAMPP to monitor and manage cash-in and expense records, improving data organization and accessibility.	

- Collaborated with the Administrative Accounting Officer to analyze and understand the accounting processes for cash-in and expense transactions, ensuring the system met financial tracking requirements.
- Developed backend features with CRUD modals using the CodeIgniter PHP framework and AJAX for handling data updates asynchronously without requiring page reloads, enabling seamless and dynamic management of cash-in and expense transactions through automated computations of total amounts and net values to reduce manual effort.

Security Features & User Access Control

- Developed and integrated a user permission system using the CodeIgniter PHP framework to restrict CRUD actions to super admin roles, ensuring secure data access and minimizing unauthorized modifications.
- Collaborated with a Senior Full-Stack Developer to implement password reset and change functionalities secured by an OTP (One-Time Password) sent via email, enhancing user authentication and data security.

Code Optimization

- Refactored and optimized the management system's source code by adopting standardized coding practices, enhancing readability, scalability, and maintainability to support future updates and modifications.

TECHNICAL SKILLS

- Frameworks (CodeIgniter, Django, Vue.js, Bootstrap)
- Programming Languages (PHP, Python, Java, C++, C)
- Basic Knowledge at Web Development (HTML, CSS, JavaScript)
- Database Management (MySQL, MariaDB, XAMPP, MSSQL)
- Version Control (Github, Git)
- Proficient in Figma
- UI & UX Design
- Graphic Design
- Proficient in Adobe Illustrator, Adobe Photoshop, Canva
- Proficient in Microsoft Office Applications
- Hardware troubleshooting, repair, and maintenance

PERSONAL SKILLS

- Communication and Interpersonal Skills
- Problem Solving and Troubleshooting
- Collaborating and able to work in teams or groups
- Motivated and always willing to learn new things
- Independent and self-sufficient in handling task

AWARDS AND CERTIFICATIONS

- Consistent President's Lister (2022-Present)
- Certificate of TESDA Training in Programming JAVA NC III
- Certificate of TESDA Training in Computer Systems Servicing NC II
- Certificate of TESDA Training in Visual Graphic Design NC III
- Certificate of TESDA Training in Contact Center Services NC II
- Computer Systems Servicing National Certificate Level II Holder
- Visual Graphic Design National Certificate Level III Holder
- Certificate of Recognition - Junior Council Officer in PUP ITECH Student Council 2022-2023
- Certificate of Recognition - Senior Council Officer in PUP ITECH Student Council 2023-2024
- Certificate of Recognition - Treasurer in OMT-ICT Academic Organization 2023-2024
- Certificate of Recognition - 3rd Year Representative in COMMIT Academic Organization 2024-2025
- Certificate of 300 Hours Internship in Meta Core Systems Inc.