

SAM SEÑOLAY

samsenolay35@gmail.com | eportfolio.com
0493 563 381

Professional Summary

As a game-changer frontend developer, armed with a creative mind and a knack for adapting to any situation. I'm a sponge for knowledge, always looking to improve, and I'll go the extra mile to ensure my boss stays one step ahead of the competition.

Education

Bachelor Of Information Technology

Sydney, AU

King's Own Institute

Mar 2023 – Current

Bachelor Of Science Information Technology

Bukidnon, PH

ACLC Bukidnon

Jan 2020 – Nov 2022

Experience

Private

Jan 2023 - Current

Web Hosting and Administrator Specialist

- I was responsible for managing all aspects of a website, including design, development, and content creation, to provide information and booking services to users. I optimized the website for search engine visibility and improved user experience, resulting in increased traffic and bookings. I researched and added new listings to the website to provide more options for users and worked with owners to ensure accurate and up-to-date information on the website. I monitored website traffic and performance, identified and addressed areas for improvement, and ensured website security while maintaining backups to prevent data loss. Additionally, I provided prompt and helpful customer service to website users, addressing questions and concerns in a professional manner. Overall, I demonstrated a strong understanding of website hosting and administration best practices, continually seeking to improve the website and user experience.

Private

Feb 2022 – Apr 2022

Contact Tracer

- My job was to identify individuals who had been in contact with a person diagnosed with an infectious disease and ensure they were aware of their potential exposure. I was responsible for explaining quarantine and isolation procedures, answering questions, and providing support as needed. I also collected and documented data on confirmed cases and their contacts, while maintaining confidentiality and sensitivity to individuals' privacy. In addition, I regularly communicated with public health officials to provide updates on cases and to identify any emerging patterns or trends. My job required me to demonstrate excellent communication skills, attention to detail, and the ability to work under pressure while prioritizing tasks. Overall, my experience as a Contact Tracer has allowed me to develop strong analytical and problem-solving skills, and I am committed to ensuring the health and safety of the community.

Private

Aug 2021

Freelance Shopify Product Lister

- My responsibilities included creating, updating, and maintaining accurate product listings on a Shopify-based e-commerce website. I optimized product titles, descriptions, and images for improved search engine visibility and click-through rates, while also categorizing products for easy navigation and improved user experience. In addition, I managed inventory levels, created product bundles, and monitored the sales performance of listed products. I assisted with the overall management of the e-commerce site and provided support to the marketing and customer service teams when necessary. Utilizing Shopify apps and tools, I enhanced product listings and streamlined store operations, while maintaining a high level of attention to detail and accuracy. Overall, I demonstrated a strong understanding of e-commerce best practices and continually sought to improve processes and procedures for optimal performance of the online store.

Private

Mar 2020 - Current

Virtual Assistant

- My role was to provide dedicated support to my clients with a focus on enhancing their productivity and business growth. I was responsible for a wide range of tasks including creating daily graphics, scheduling content, and troubleshooting technical issues. I ensured that my client's needs were met promptly and efficiently while maintaining a high level of professionalism and attention to detail. In addition, I used my exceptional communication skills to manage client correspondence, maintain databases, and manage client files. My role required me to possess excellent time management and organizational skills, as I managed multiple projects and prioritized tasks effectively. Overall, my experience as a Virtual Assistant has allowed me to demonstrate a commitment to excellence, a proactive approach to problem-solving, and the ability to work independently in a fast-paced environment.

Sam Tech

Mar 2020 - Current

Self-Employed

- I forge ahead in shaping the future of systems. With my trusty toolkit of software testing, bug fixing, best practices, and mathematical know-how, I tackle every challenge with precision and panache. From monitoring performance to applying statistics to problem-solving, it's all in the day's work of a tech wizard!

Private

Jan 2019 - Jun 2020

Email Marketing Specialist

- I am responsible for crafting persuasive email proposals for clients, utilizing effective templates and strategies to achieve their goals. With a keen eye for detail and a commitment to staying up-to-date with industry best practices, I work diligently to research and understand clients' unique needs and objectives. I then leverage my knowledge and expertise to create compelling email campaigns that drive measurable results and exceed clients' expectations. Additionally, I possess excellent communication and project management skills that allow me to effectively collaborate with cross-functional teams and ensure the timely delivery of projects. Overall, my experience as an Email Marketing Specialist has enabled me to develop a deep understanding of email marketing strategy and execution and a passion for delivering exceptional results that drive business growth.

Technical Skills

Proficient: [Html, CSS, JavaScript, Vue, Git, GitHub, Npm/Yarn]

Familiar: [AWS, GCP]