

STERRY ROSE MANOJ

SOFTWARE/WEB DEVELOPER

Nationality : INDIAN

Passport # : K0055078

Visa Status: Husband Visa

DOB : 17/11/1987

Experience : 5 Years



Abu Dhabi



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Career Profile

I am a Master's Degree holder of Computer Application (MCA) with experience in fields such as Full Stack Developer Secretary, IT Assistant & Accounts. I have excellent communication skills and calm nature to work under pressure. I feel that my greatest strengths are my strong commitment to providing a professional service to all colleagues with whom I work and managing multiple tasks with little supervision

Areas Of Expertise

- Full Stack Developer
- Accounts
- Document Control
- Secretary /IT Assistant

Technology Summary

- SQL server, MySQL
- JAVA(J2SE,J2EE,J2ME)
- HTML5,CSS3,Bootstrap,
- JS,JQuery
- PHP, Laravel
- Windows 98/XP /7
- MS Office
- ERP SOFTWARE

Competencies

- Attention to details
- Leadership
- Self-Confident Person
- Multitasking
- Fast Learner
- Good Communication Skill
- Self-motivated person

Academic Qualifications

- Master Of Computer Application(MCA): Nov 2011**
Dr. John Matthai Centre, Thrissur
Calicut University
- Bachelor of Computer Science: April 2008**
Little Flower College Guruvayoor
Calicut University

Academic Projects

- Main Software Project : Census Data Acquisition(CDA)**
Tools: J2ME (for mobile software) and J2SE (for Desktop), SQL Server.
Project Scope: CDA is an application intended to be used in data acquisition of census by government officials.
- Mini Software Project : KSEB Billing Calculation**
Tools: J2SE, SQL Server.
Project Scope: This software helps the meter reader to calculate the electricity bill easily.
Responsibilities: Collect specifications for the system development. Designing, developing and documenting the project. Help the end users to understand the working of the system, and deployment of the project.

Professional Experience

Full Stack Developer :Haxways (Present)

- ✚ As a full stack developer intern, I am a member of a team that constructs both the customer facing and administrative sites. I am responsible for front end and Backend Development. We use new technologies for our projects such as PHP Laravel Framework, Bootstrap.
- ✚ Expertise in Web development using JavaScript/jQuery, CSS ,Bootsrtap Frameworks and HTML
- ✚ Manage, optimize, and update PHP databases as necessary.
- ✚ Maximized applications' efficiency, data quality, scope, operability, and flexibility.

Accounts cum Admin Assistant : White arch General Contracting & Maintenance LLC (May 2016 – April 2020)

- ✚ **Accounting Task completes using : ERP & MS EXCEL**
- ✚ Report on activity to upper management
- ✚ File documents in physical and digital records
- ✚ Provide accounting and clerical support to the accounting team.
- ✚ Preparing Tax invoices and prepares the VAT report.
- ✚ Daily enter key data of financial transactions in database.
- ✚ Reconciliation of bank statements.
- ✚ Management of petty cash transactions and cheque.
- ✚ Receive payments through various methods (cash, online payments etc.) and check for credibility.
- ✚ Send reminders for payments and contact customers when assigned.
- ✚ Update accounting records with new payments, balances, customer information etc.

Secretary cum IT Assistant : NTS Group, Abu Dhabi (Aug 2012 – Aug 2013)

- ✚ **Data Entry using ERP Software:**
 - Enter records to inventory part which is used in accounting field
 - Create reports according to the requirements of management.
 - Source and collate employee data and maintain complete employee database.
- ✚ Prepare correspondence, reports, minutes, newsletters.
- ✚ Prepare quotation & LPO.
- ✚ Support IT department.

Declaration

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

STERRY ROSE MANOJ