

CHARLESTON CLYDE VILLARUZ

Misamis Occidental, Philippines

charlestonclydevillaruzdev@gmail.com

Web Developer | Backend Web Developer | Virtual Assistant

QUALIFICATION SUMMARY

Dedicated web developer with 2 years of experience in database administration and website design. Strong creative and analytical skills. Team player with an eye for detail.

KEY SKILLS

- | | | |
|--------------|----------|-------------|
| ✓ HTML5 | ✓ PHP | ✓ Bootstrap |
| ✓ CSS3 | ✓ MySQL | ✓ Concrete5 |
| ✓ JavaScript | ✓ jQuery | ✓ WordPress |

RELEVANT PROFESSIONAL EXPERIENCE

Web Developer

La Salle Academy

Contracted the development of La Salle Academy website.

Present

Iligan, Philippines

- Spearheaded a 4-man group to create a dynamic website.
- Planned and reviewed UI design to use for the development of the website.
- Presented the UI design to the Academy president.
- Documented the suggestions from the Academies president.

Web Developer

Northwestern Mindanao State College of Science and Technology

Maintained the official website of my alma matter, this includes adding new components, publishing updated images and updating website details.

March 2021 – January 2022

Tangub, Philippines

- Optimized the website by switching to Content Delivery Network (CDN).
- Successfully moved the website from paid hosting into a dedicated physical server.
- Collaborated with a system administrator for the migration of the website.
- Made updates to the website's plugins and software.
- Ran a backup and made sure a previous version of the website is stored.

ADDITIONAL EXPERIENCE

Capstone Project Team Leader

Events Management Application System

March 2022 – July 2022

Tangub, Philippines

- Assigned project roles to group members.
- Established and enforced clear goals to keep group members working collaboratively.
- Coordinated with group members for planning, writing and development of project milestones.
- Maintained a clear schedule to provide effective coverage and achieve objectives.
- Successfully defended the capstone proposal to a panel of judges.
- Developed the website for the system.

Data Entry

Elim Agricultural Supply

August 2017 – July 2018

Ozamiz City, Philippines

- Reviewed work orders and accurately input data into the company database.
- Stepped in to answer phone calls and assist with other office duties during periods of heavy workflow.
- Complete all assigned data entry requests and task within required timeframes while maintaining a high-level of quality.

EDUCATION

Bachelor of Science in Information Technology

Northwestern Mindanao State College of Science and Technology

GWA: 1.5

Tangub, Philippines