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**ARTURO**

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**OBJECTIVES**

* Looking for I.T. position where I may use my exceptional skills and knowledge of different Progamming Languages.
* To contribute superior project and operations management skills and experience in an IT Service Management role.
* I would like to implement my innovative ideas, skills and creativity for accomplishing the projects.

**PROFESSIONAL EXPERIENCE**

**I.T. Technician and Junior Programmer**

**2015 - Present**

**Job Description**

* Identify hardware and software needs of each user’s computers and take measures to meet those needs
* Provide assistance in customizing and adapting existing programs on a computer system to meet the needs of the users
* Troubleshoot problems with hardware and software on each system and provide appropriate solutions
* Connect hardware and peripherals such as printers,scanners and CCTV cameras and configure them to work properly
* Install programs and software onto each computer according to the specific needs of the user
* Ensure that computers and networks are secured by installing antivirus and antimalware applications
* Handle computer security breaches by following standardized procedures
* Perform regular and preventative physical and virtual maintenance on standalone computers and on the network members
* Monitor the security of all technological members on a network
* Assist customers and users with their hardware issues over the telephone, face to face and through emails and tickets
* Train users to handle information technology equipment by providing precise instructions
* Install/Upgrade antivirus and firewalls on computers and networks to ensure security
* Handle data backup activities by ensuring appropriate running of backup servers and drives
* Provide new users with orientation of existing technology
* Recommend purchases for both software and hardware

**Graphic Artist and Machine Operator**

**Lady Fatima Print Saver**

**2010 – 2012**

**Job Description**

* Layout Designs
* Operate Heavy Equipment Machines
* Troubleshooting Printing Machines

**TECHNICAL SKILLS**

**HARDWARE SKILLS**

* Install and configure local area data communications networks which may carry data, voice and video communications following organization standards.
* Install, operate and maintain network services, routers, concentrators, hubs, switches, modems and other network devices following technical plans.
* PC and Laptop repairs (format and troubleshooting)
* Maintaining or repairing equipment
* Setting up computer security measures
* Configuring computer networks
* Offering technical support on-site or via phone or email

**SOFTWARE SKILLS**

* Programming languages: (C++,VB.net,ASP.net), Java (command line and GUI), JavaScript, HTML/X
* Word processing and publication: Microsoft Word
* Spreadsheets and databases: Microsoft Excel (mssql,mysql,oracle)
* Operating systems: All Microsoft Windows
* Presentation: Microsoft PowerPoint
* Programming Language (C++,VB.net,ASP.net)

**TRAININGS AND SEMINARS**

2015 **Preparing to be an AI Ready**

**Theme: “Empowering Perpetualites in the midst of Asean Integration”**

2014 **1st Guidance and Counseling**

**Theme: “Aspire, Create and Achieve”**

**Journeying to the Life of Success and Wellness**

2013 **“Cybercrime”**

**|Types of Cyber Crime acts and Preventive measures**

**EDUCATION**

2012 – 2014 **UNIVERSITY OF PERPETUAL HELP SYSTEM DALTA**

**Bachelor of Science in Information Technology**

2007 – 2011 **AMA COMPUTER COLLEGE**

**Bachelor Science in Information Technology**

2001 – 2005 **STA. CLARA PARISH SCHOOL**