**RUBEN**

**E-address:** [**ruben.369100@2freemail.com**](mailto:ruben.369100@2freemail.com)



**Career Objectives:**

To seek for a fulfilling job where I can use the skills and knowledge I acquired from the degree I obtained in a company that rewards hard work and recognizes results.

**Qualifications:**

* Flexible, Can work under pressure with minimal supervision.
* More than 3 years of working under IT related field.
* More than 2 years of experience as a team leader.
* Exceptional Dedication at work and willing to learn new things.
* Experienced Database, Network and System Administrator.

**Technical Skills:**

* Database Management (MySQL, Filemaker, Xampp)
* Web Development (HTML5, PHP, CSS, JavaScript, SEO)
* Programming (Java, C, C++, Visual Basic, .Net, SDK)
* Filemaker Database Development
* Graphic Design (Photoshop, Other Adobe software.)
* Networking (Client Server Architecture, ODBC)
* Adobe Applications and Others
* Microsoft Office, Operating Systems (OSX, WINDOWS).
* PC/Mac/Device Technical (Hardware and Software)

**Educational Attainment:**

2008-2013 Bachelor of Science in Information Technology

Collegiate: Major in System Development

Central Luzon State University

Science City of Muñoz, Nueva Ecija. PH 3120

**Professional Experience:**

FMN Industrial Corporation

**IT Manager** 2014- 2017

* Responsible for the day to day IT requirements of the company such as marketing collaterals, system development, implementation and maintenance, user management, trouble shooting and technical support, help and recommend, Maintaining server and desktop applications, Internet and local area networks, IT security and Managing IT staff.

**Duties**

* + Design and Approve layout for marketing Collaterals.
  + Strengthening the IT infrastructure through to implementing new technologies.
  + Developing & maintaining the company IT systems, software and databases
  + Recommending and implementing improvements and efficiencies.
  + Manage the IT budgets, expenditure and procurement of IT hardware and software.
  + Responsible for hardware and software installation, maintenance and repair.
  + Internet and Network Administration.
  + Ensure security of data, network access and backup systems.
* Management of server software and associated backup routines.
* Managing the internal & hosted network infrastructure including: firewalls, servers, switch routers and telephony.
* To evaluate, test, advise, train and support I.T. related projects.
* Manage IT staff by recruiting, training and coaching employees, communicating job expectations and appraising their performance.

FMN Industrial Corporation

**Data Processing Specialist** 2013 - 2014

* Responsible for Database development for the company that meets its standards. Gather and Process the data from manual for automation.

**Duties**

* Design and Develop Database requirement for the company.
* Develop systems for the database counterpart.
* Responsible for technical support, user orientation and network administration.

FMN Industrial Corporation

**Systems and Web Developer Intern** 2012–2013

 Responsible for Systems and Website development requirement of its sister company.

**Pre-Professional Experience:**

CLSU- Office of admission

Technical Support 2009-2012

Department of Environmental and Natural Resources (DENR)

Technical Computer Maintenance 2009-2010

2009 Election Watcher under PCOS machine, San Jose Nueva Ecija Local Candidate.

**Seminars and Conferences Attended:**

Computer Manufacturers, Distributors & Dealers Association of the Philippines (COMDAPP) Manila Expo 2010, SMX Convention, Mall of Asia, Pasay City, December 3, 2010

September 2011 BPAP National Competency Test Candidate, Wesleyan University Cabanatuan Nueva Ecija

**Organization:**

1975 Student Cultural Society Dance Troupe Central Luzon State University (CLSU) Science City of Muñoz, Nueva Ecija 3120

**References:**

Will be provided upon request.

Ruben

Applicant