

ADRIAN ZAPATA MANALESE



CONTACT INFO

Philippine Address : Blk 1 Lot 12 Coneland Village II Brgy. Alasas, San Agustin City of San Fernando, Pampanga 2000
Canada Office Address : 8057 HWY 858 Box 348, Plamondon, AB T0A 2T0
Email Address : amanalese77@gmail.com
Website : <http://www.webxian.com>

EDUCATIONAL BACKGROUND

Highest Education

Level : **Bachelor of Science in Computer Science**
Field of Study : Information Technolgy
University : AMA Computer University
Located In : Project 8, Quezon City
Graduation Date : May 06, 1999

WORKING EXPERIENCES

Computer and Network Operator / Web/Graphic Designer

Bold Developments, Inc. – Plamondon, Alberta
September 2008 – Present

JOB DESCRIPTION

- Maintain, troubleshoot and administer the use of local area networks (LANs), wide area networks (WANs), mainframe networks and computer work stations and peripheral equipment;
- Evaluate and install computer hardware, networking software and operating system software;
- Operate master consoles to monitor the performance of computer systems and networks and to co-ordinate access and use of computer networks;
- Load computer tapes and disks and install software and printer paper and forms;
- Provide problem solving services to network users;
- Implement data, software and hardware security procedures;
- Perform routine network startup and close down and maintain control records;
- Perform data backups and disaster recovery operations.
- Web technicians perform some or all of the following duties:
 - Install, maintain, troubleshoot and upgrade web server hardware and software;
 - Set up local area networks and connections to the internet;
 - Implement network traffic and security monitoring software, and optimize server performance;
 - Modify web pages, applets and scripts;
 - Research and apply meta-data to web sites and register web sites with search engines;
 - Respond to requests for help and information from web site visitors and web site designers;
 - Perform web server backup and recovery operations.
- Developed and maintained ***Bold Developments, Inc. and its subsidiaries websites*** using Macromedia Dreamweaver MX, HTML, PHP, Editplus, Javascript, Adobe Photoshop CS3, Macromedia Fireworks MX and Macromedia Flash MX.
- Administer and assist other staffs for the layout and design of websites and other graphic needs.
- Design Logos, Brochures, headers, business cards, billboards, signage and large image formatting

Project accomplished:

<http://www.bolddevelopments.com>

<http://www.century21lakeland.net>

Freelance Web Developer

2001 - 2006

JOB DESCRIPTION

- Developed and maintained client's websites using Macromedia Dreamweaver MX, HTML, PHP, Editplus, Javascript, Adobe Photoshop CS, Macromedia Fireworks MX, Macromedia Flash MX.
- Websites developed and maintained:

<http://www.animalhealthproviders.com/>

<http://www.sherald.com/>

<http://www.ascm.net>

<http://www.redeemfamily.org>

<http://www.attwi.org>

<http://www.philsundt.com>

<http://www.frontiers.ph>

<http://www.theedgeradio.net>

<http://www.dolmaininternational.co.uk>

<http://www.salondemania.com>

<http://rythmradio.com>

<http://www.mannequin.com.ph>

acearttattoostudio.com

<http://legendsofswing.co.uk/>

<http://www.berryhotson.com/>

<http://jamiemoodieheating.co.uk/>

<http://h133592.helpline4life.com/>

<http://aspectsofhome.co.uk/>

<http://www.bporthotics.co.uk/>

<http://h133655.helpline4life.com>

<http://h133604.helpline4life.com>

<http://h133719.helpline4life.com/>

<http://abbeyfieldcbp.co.uk/>

<http://secslimited.co.uk/>

<http://tilen.co.uk/>

- Create Large image format using Adobe Photoshop
- Create Business cards, logos, posters, large image formats and other graphic needs.

Web Developer

CBN Asia, Inc. – Makati City

August 2003 – July 2006

JOB DESCRIPTION

- Developed and maintained **CBN Asia's** premier web properties using Macromedia Dreamweaver MX, HTML, PHP, Editplus, Javascript, Adobe Photoshop CS, Macromedia Fireworks MX, Macromedia Flash MX.
- Stand as a technical support staff in the absence of the System Admin.
- Websites developed and maintained:

<http://www.cbnasia.org>

<http://www.acmnet.org>

<http://www.obphil.com>

<http://www.1cubed.com.ph>

Web Developer

Hansung Trading, Parangue City

Sep. 17, 2002 - July 30, 2003

JOB DESCRIPTION

- Developed and maintained Best Maro premier web properties using Macromedia Dreamweaver MX, HTML, PHP, Editplus, Javascript, Adobe Photoshop 6.0, Ulead Photo Impact 7.0, Macromedia Fireworks 4.0, Macromedia Flash MX.
- Responsible for creating company logos, flyers, calling cards and letter heads.
- Responsible for maintaining the company's computers i.e. software and hardware

Website Developed and Maintained:

<http://www.bestmaro.com>

Webmaster

Alkhair Tourism and Transport – Jeddah, Kingdom of Saudi Arabia

Dec. 10, 2001 - June 15, 2002

JOB DESCRIPTION

- Responsible for developing and maintaining the websites of the company and its sister company Ziyarah Tourism and Transport.
- Responsible for the online booking created using PHP.
- Handled keyword analyzation that will be used in order to submit our websites for good ranking.

Website Developed and Maintained:

<http://www.bestmaro.com>

<http://www.ziyarahtour.com>

Programming Team Leader / Web Developer

MCA Virtual Philippines, Inc. *Makati City*

May 07, 2001 – Dec. 08, 2001

JOB DESCRIPTION

- To manage a professional group that develops coding, specialized programs and databases for use on company websites and on those of MCA corporate clients
- Oversight the coding group which encodes both databases, text, spreadsheet data and graphics and manages the web interface for encoded files.
- Coordinates work with the other team leaders to ensure project deadlines are adhered to.

Accomplishments:

- Developed and maintained several of MCA Virtual-Philippines' premier web properties using Macromedia Dreamweaver, HTML, PHP, MYSQL, Javascript, Adobe Photoshop, Ulead Photo Impact, Macromedia Flash.

Websites developed and maintained:

<http://www.virtual-asia.com>

<http://www.coral-cove.com>

<http://www.anzba.com>

Web Developer/Web Analyst

Asia World Direct, Inc. (Used to be AsiaWorld Online, Inc.)

Makati City

Aug. 17, 2000 – May 07, 2001

JOB DESCRIPTION

- Meeting and corresponding with clients
- Designing, producing, updating and managing web sites commercially
- Responsible for creating a coding for the order forms and inquiry forms using PHP.
- Designing web graphics, logos and navigation systems for web sites

- Redesigning existing web sites, independently and as part of a team.
- Reports to the Vice-President and managers regarding critical Internet Statistics and data.
- Required to come up with regular written reports for Marketing and management purposes.
- Solely responsible in positioning AsiaWorld Online's portal websites, e-commerce and client's sites to the search engines.
- Directly responsible for executing website quality assurance procedures
- Responsible for monitoring AsiaWorld Direct's portal banner advertisements on the content partner.

Technical Support Staff

America Online Philippines, Inc. Clarkfield, Pampanga

March 1999 – August 2000

JOB DESCRIPTION

- Supervised over 20 Associate Consultants in the absence of the Manager/Coach.
- Trained over 20 newly hired technical support consultants.
- Consistently achieved over 85% customer rating for 8 months in Full Consultant
- Consistently achieved over 80% customer rating for 9 months in Associate Consultant
- Communicates and shares newly-learned techniques and solutions to AOL issues with teammates to broaden the team's technical
- Communicates effectively with internal and external customers

SKILLS

PC troubleshooting and software installation

Languages

- Proficient in: HTML, PHP and Visual Basic
- Familiar with: Javascript and CSS

Software

- Macromedia Dreamweaver/Flash/Fireworks/Freehand, Adobe Photoshop, Swift 3d and Swish
- Database: MYSQL and Microsoft Access
- Platforms: Microsoft Windows® 2000, Microsoft Windows XP

PERSONAL PARTICULARS

Date of Birth : May 15, 1977
 Place of Birth : Sto. Tomas, Pampanga
 Age : 30 yrs. Old
 Civil Status : Married
 Nationality : Filipino

ADDITIONAL INFO

Willing to Travel : Heavy (>95%)
 Willing to Relocate : Will consider
 Possess Own Passport : Yes
 Availability : Immediately after notice

CHARACTER REFERENCES

Mr. Edwin Arceo
IT Manager, CBN Asia
3/F Sagitarrius Bldg. H.V. Dela Costa
Salcedo Village Makati City
Tel. No. (02) 8124747

Andy M. Bondoc
General Contractor
A.M. Bondoc Construction and Trading
Tel. No. (045) 875-1445

I hereby certify that the facts contained are true and correct to the best of my knowledge.

ADRIAN Z. MANALESE
Applicant