

RAMSEL DAMASO



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Jagobiao, Mandaue City, Cebu

To be part and able to help the company where I can utilize my skills and knowledge to the fullest and contribute in achieving their goals.

SKILLS

- Web Development
- IT Tech Support
- Graphic Design
- Public Speaking
- Fillable Form Conversion
- Data Entry
- Studio Photography
- Photo Editing
- Customer Service
- Social Media Management
- Social Media Marketing

WORK EXPERIENCE

PROWEAVER INC/WEB2.PH

LEVEL 3 - WEB DEVELOPER

January 2021 - June 2024 ▶ 2 years and 6 months



Cebu City, Philippines

- Develop, customize, and maintain WordPress websites and contents according to the client specification.
- Implement responsive design principles to ensure websites function seamlessly across all devices.
- Collaborate with designers, content creators, and other developers to translate design concepts into functional, visually appealing websites.
- Provide technical support and resolve website issues and bugs in a timely manner
- Optimize and maintain websites for maximum speed and scalability.

ONEFINE PICTURES STUDIO/ARTTREP HILLS CORP.

IT SPECIALIST/PHOTOGRAPHER/MARKETING STAFF

July 2018- November 2021 ▶ 3 years



Cebu City, Philippines

- Provide first-line support for hardware, software, and network issues.
- Assist users via phone, email, or in-person with troubleshooting and resolving technical problems.
- Set up, configure, and maintain workstations, laptops, printers, and other IT equipment.
- Install, configure, and update software applications and provide guidance and support for software usage and troubleshooting.
- Team Lead studio and mobile photography and field video coverage.
- Manage functionality of company equipment's for mobile, studio, editing, marketing and production.
- Manage and Monitor social media channels for trends, feedback, and mentions related to photo albums and respond promptly to comments, messages, and inquiries.
- Respond to inquiries via social media, email, or other communication channels promptly and professionally.
- Provide detailed information about the features, pricing, availability, and customization options of the photo albums.

SM APPLIANCES

SALES UTILITY CLERK

January - June 2018 ▶ 6 months.



Consolacion, Cebu, Philippines

- Provide excellent customer service to exceed expectations and address client needs effectively.
- Assisting customers in locating products by going through the inventory
- Suggesting new items to customers based on their selections
- Keeping records of special orders

**COMMISSION ON ELECTIONS (COMELEC)
ON THE JOB TRAINING STAFF**

April - June 2016 ▶ 3 months.

 **Valencia City, Bukidnon, Philippines**

- Organizing and managing all aspects of elections, including voter registration, ballot preparation, polling station setup, and counting.
- Communicating with the public about election-related matters.
- Managing COMELEC's media relations.
- Promoting voter awareness and participation.
- Providing technical support to COMELEC staff.
- Organized voter information campaigns

 **EDUCATION**

IBA College of Mindanao

Bachelor of Science in Information Technology

March 2013 - March 2017

 **TRAINING AND CERTIFICATES**

Capstone Designer of The Year

IBA College of Mindanao

March 28, 2017

In- House Leadership Training

Proweaver Inc./Web2.PH

June 21, 2023

On-The Job Training

Commission on Elections

June 10, 2016

Form Developers Group - Top Performer

Proweaver Inc./Web2.PH

- November 07, 2022
- March 06, 2023
- May 05, 2023
- June 05, 2023
- September 08, 2023
- November 07, 2023

Web Development Training

Proweaver Inc./Web2.PH

October 22, 2021

 **REFERENCES**

Claudine Benites

Assistant Supervisor

PROWEAVER INC./WEB2.PH

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June Mike Deliman

Operations Director

Onefine Pictures/Arttrephils Corp.

Email: arttrephils.ofp@gmail.com