# BILLOSO, ANNA REGINA B.

### CONTACT

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Quezon City, Metro Manila

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### SKILLS

Microsoft Office

Adobe Creative Suite

Frontend (HTML & CSS)

Back end (PHP & JS)

Database (SQL)

CorelDraw & Canva

Wordpress

Woocommerce

Shopify

### **EDUCATION**

### **B.S Information and Technology**

## Pamantasan ng Lungsod ng Valenzuela

2014-2018

### SEMINARS

GODOT: Your Free Open Source Game Engine

Ionic Framework

Introduction to Unity: Presenting Interactive Augmented Solar System

Fiber Internet Technology

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### RECENT EXPERIENCE

### **Senior Developer**

Organyzed Media

2022-2024

- Provided leadership to development team, ensuring project deadlines were met.
- Led project planning and execution, ensuring task completion and adherence to timelines
- Developed and customized WordPress and Shopify e-commerce platforms for user-friendly online stores.
- · Contributed to visually appealing and functional web design initiatives.
- Managed advertising campaigns on TikTok, Facebook, and Instagram for increased brand visibility.

### **Full-Stack Developer**

MMG Photo + Cinema

2021-2023

- Engaged in coding activities to enhance website functionality, customization, and maintenance.
- Full Stack Developer at MotoTrekkin Pty Ltd, Sydney, Australia (Nov 2021 Dec 2023).
- Specialized in WordPress and Squarespace for visually appealing and userfriendly e-commerce websites.
- Provided guidance and assistance to the management department for IT and technical issues.
- Conducted regular maintenance activities, including updates and troubleshooting, to ensure optimal e-commerce website performance.

#### **Medical IT Staff**

Manila Doctor's Hospital

2020-2021

- Conducted hardware, software, and network troubleshooting to resolve technical issues efficiently.
- Engaged in multimedia production for various projects, combining creativity and technical skills.
- Created visually engaging PowerPoint presentations for effective communication and presentations.
- Managed updates for the MDH Hospital System to ensure the latest features and security measures.
- Generated admission reports and summaries to provide comprehensive insights into hospital activities.
- Performed general administrative tasks to support smooth and efficient daily operations.

### **IT Admin**

Frontrunner Financial Consultancy

2019-2020

- Managed network infrastructure to ensure optimal performance and reliability.
- Conducted troubleshooting for hardware, software, and network issues to maintain seamless operations.
- Specialized in website architecture, design, and development for both company and client sites
- Provided remote administrative assistance for efficient and effective support.
- Engaged in general admin tasks to contribute to overall organizational functionality.