N E S T L E R G E V E R A

IT SUPPORT | PROGRAMMER | GRAPHIC DESIGNER
nestlergevera.jobs180.com | nesdevelops.vercel.app

Paliparan III Site Dasmariñas, Cavite | +63 967 076 7630 | geveranestler@gmail.com

PROFESSIONAL SUMMARY

IT professional focused on web development and programming, skilled in HTML, CSS, JavaScript, Bootstrap, PHP, and MySQL. Experienced in building responsive, functional, and user-friendly web applications while applying problem-solving and debugging skills.

WORK EXPERIENCE

Data Encoder | Fuji Trading Company Ltd, *21 N. Guevarra Street, Zone 1, Dasmariñas, Cavite 4114*
Apr 2026 - Current

- Achieved 99% accuracy in processing over 25 invoice orders daily, reducing order errors by approximately 24%.
- Resolved feedback and order delivery discrepancies by establishing effective communication with vessel Captains, Chief Engineer, Duty officers and customer PICs, earning 4.5/5 communication rating over four consecutive months.
- Maintained daily invoice and discrepancy reports with 99% accuracy, supplying reliable data for department meetings and KPI tracking.

IT Intern | PCM Cosmetic Products Trading, *Blk 16 Lot 1-A, San Dionisio, Dasmarinas City, Cavite*

- **Technical Support** Dec 2025 - Mar 2026
  - ✓ Monitored and fixed network connectivity by pinging IP addresses, setting static IPs, and enabling private network settings for file sharing.
  - ✓ Configured routers and Wi-Fi, including resetting devices and managing network names and passwords for stable connections.
  - ✓ Set up user accounts by assigning usernames and passwords for employees and other interns.
  - ✓ Troubleshoot and maintain printers by cleaning ink filters, performing head cleaning, and assembling/disassembling units.
  - ✓ Maintained hardware by cleaning system units, organizing server cables, and ensuring proper connections across HR, Admin, and IT departments.
- **Graphic Designer/Artist**
  - ✓ Designed promotional materials such as publication materials for announcements, holidays, and national/international events, including graphics for company products and services.
  - ✓ Created identification cards for interns and employees, handling photo capture, editing, and layout design.
  - ✓ Assisted in multimedia production through photography and image editing for both marketing and internal use.
- **Front-end Developer**
  - ✓ Designed user-friendly interfaces using the Bootstrap framework to create a clean, modern, and seamless user experience.
  - ✓ Ensured website responsiveness and smooth performance across different devices and screen sizes.
  - ✓ Applied basic JavaScript for simple on-click and hover animations to improve interactivity.

EDUCATION

Bachelor of Science in Information Technology
National College of Science and Technology | *140 Aguinaldo Hwy, Dasmariñas, Cavite*

Science, Technology, Engineering and Mathematics
Paliparan III Senior High School | *BLK 194, Dasmariñas, Cavite*

Technical Drafting
Paliparan III Junior High School | *BLK 199, Phase V, Dasmariñas, Cavite*

PROJECT

Euro Spice ERP | Thesis Project Mar 2025 - Nov 2025

- ✓ Built using MVC framework, PHP, MySQL database and Bootstrap CSS.
- ✓ Integrated PayMongo for secure payment processing.
- ✓ Aims to eliminate manual company processes and improve business productivity and efficiency.
- ✓ Created user-friendly UI/UX for all different kinds of users.

SKILLS

- ✓ Microsoft Office Word, Excel, Powerpoint
- ✓ Adobe Photoshop and Lightroom, Gimp, Capcut, Canva, Figma
- ✓ HTML, CSS, JavaScript, PHP, MySQL, Bootstrap CSS
- ✓ Github, Github Desktop, Team Viewer, Visual Studio Code, Xampp
- ✓ Cisco Packet Tracer

CERTIFICATIONS AND SEMINARS

PCM Cosmetic Products Trading | *Certificate of Recognition* Mar 2026

- ✓ Recognized for contributions in technical support, graphic design, and front-end development, including network troubleshooting, hardware maintenance, multimedia design, and building responsive web interfaces.

Introduction to MySQL Server | *National College of Science and Technology* 2025

Azure Fundamentals, Introduction to Cloud Computing | *National College of Science and Technology* 2025

Be Cybersmart, Cybersecurity Seminar | *National College of Science and Technology* 2023

Data Privacy Act of 2012 Seminar | *National College of Science and Technology* 2023

CHARACTER REFERENCE

Available upon request.