

# Portfolio

Personal Information	
First Name: Beverly Suarez	Last Name: Suarez
Position: Programmer Support	Date Hired: December 26, 2007
Civil Status: Single	Date of Birth: September 26, 1985
Interests: : Computer Programming, Blogging and SEO. Reading, Writing and Mountain Climbing	

Educational Background			
Level	Institute	Course	School Year
Post Graduate	n/a	n/a	n/a
Tertiary	Interface Computer College	Bachelor of Science in Computer Science	2005-2006
Secondary	Sta. Ana National High School	High School Graduate	2001-2002
Elementary	Tamayong Elementary School	Elementary Graduate	1997-1998

Work Experiences		
Company	Position	Duration
Lane Systems Inc.	Applications Developer	June – November 15, 2007
Digital Interface Company	Sales Clerk	February – May 2007
New City Commercial Corp. (NCCC)	Cashier	July 22- December 22, 2006

Skills		
Computer Skills	Level ( 0 – 10 )	Years of Experience
Visual Basic.net2005 Programmer	6	5 months
Link Building & Data Collection	9	8
Other Skills	Level ( 0 – 10 )	Years of Experience
Internet Blogging	8	
Link Building & Book marking	8	
Languages	Oral Proficiency ( 0 – 10 )	Written Proficiency ( 0 – 10 )

English	6	8	
Filipino	9	9	
<b>Project Tests</b>	<b>Score</b>	<b>Passing</b>	<b>Level ( 0 – 10 )</b>
IQ Score	120	118	
<b>Personality Tests</b>			
Activity	25	(Inactivity)0/16-17/31	(Activity)
Sociability	30	(Unsociability)0/16-17/31	(Sociability)
Impulsiveness	17	(Control)0/17-18/31	(Impulsiveness)
Expressiveness	24	(Inhibition)0/11-12/31	(Expressiveness)
Responsibility	29	(Irresponsibility)0/14-15/31	(Responsibility)
Self-Esteem	29	(Inferiority)0/18-19/31	(Self-Esteem)
Happiness	23	(Depressed)0/18-19/31	(Happy)
Anxiety	6.5	(Calm)0/15-16/31	(Anxiety)
Obsessive ness	14.5	(Casual)0/10-11/31	(Obsessive)
Independence	25	(Dependency)0/15-16/31	(Independence)
Guilt	5	(Freedom from Guilt)0/12-13/31	(Guilt)
Aggressiveness	10	(Peacefulness)0/12-13/31	(Aggressiveness)
Assertiveness	18	(Submissiveness)0/15-16/31	(Assertiveness)
Ambition	27	(Ambitiousness)0/14-15/31	(Ambitiousness)
Manipulation	8	(Empathy)0/12-13/31	(Manipulation)
Sensation-Seeking	18.5	(Unadventurous)0/15-16/31	(Sensation-Seeking)
Dogmatism	8.5	(Flexibility)0/15-16/31	(Dogmatism)
<b>Initial Interview Assessment</b>			
<p>She is a .net programmer; however, she prefers to work as a Virtual Assistant or a Link Builder because she wants to work for a non-technical task for awhile. She can do programming when needed.</p>			
<b>Final Interview Assessment</b>			
<p>Good work ethic is very important for Beverly. She has the willingness to learn to enhance her skills and the willingness to do her best to produce a satisfactory output. She is capable in doing the job and can be a competent agent, having positive views, responsible, and developing the core values striving for work excellence at all times. Good to hire as Programmer Support.</p>			
<b>Training</b>	<b>Score</b>	<b>Trainer Comment</b>	
Trained by Client	NA		

AOV Experiences		
Previous Clients	Duration	Tasks
Closing Corp.	December 26, 2007 – August 15, 2008  ( 8 months )	Data Collection, Data Mining, and Website Gathering
SUS	Feb. 2, 2009 – Sept. 4, 2009	<p>A. ) Updating and Debugging Application for the the following pages of <a href="http://www.xanam.com.uk">xanam.com.uk</a> website.</p> <p><a href="http://www.xanam.co.uk/matrimonial/index.php">http://www.xanam.co.uk/matrimonial/index.php</a>  <a href="http://www.xanam.co.uk/shopping/client/viewLink.cgi/query?id=0&amp;mod=category&amp;name=scarves">http://www.xanam.co.uk/shopping/client/viewLink.cgi/query?id=0&amp;mod=category&amp;name=scarves</a>  <a href="http://www.xanam.co.uk/events.php">http://www.xanam.co.uk/events.php</a>  <a href="http://www.xanam.co.uk/index.php">http://www.xanam.co.uk/index.php</a></p> <p>Other Task Include:</p> <ul style="list-style-type: none"> <li>- Create Sending Email Facility Module in cpanel3. Adding Modules and Database Table.</li> <li>- Debug errors in profile photos and uploading avatar pictures of the user's profile.</li> <li>- Debug Errors in Account Registration Modules</li> <li>- Fix and Debug Search Engine Modules (Filtering of Data)</li> </ul> <p>B.) SUS - Assist for the Sending Email Facility.</p> <p>C.) Running <a href="http://www.roofing.com">roofing.com</a> website in my localhost.</p> <ul style="list-style-type: none"> <li>-Research and Study the guidelines of Openads 2.0 phpAdsNew Software used for the testing server of roofing website.</li> <li>- Configuring OpenX AdsNew Software on my localhost.</li> <li>- Adding Banner Ads using OpenX Software running on my localhost for <a href="http://www.roofing.com">roofing.com</a> website.</li> </ul> <p>D.) <a href="http://server.roofing.com">server.roofing.com</a> - <a href="http://server.roofing.com/">http://server.roofing.com/</a></p> <ul style="list-style-type: none"> <li>- Research and Study about Linux Command using SSH and PUTTY for uploading and editing files on <a href="http://server.roofing.com">server.roofing.com</a> and <a href="http://www.roofing.com">roofing.com</a>.</li> <li>- Configuring OpenX AdsNew Software on <a href="http://server-roofing.com">server-roofing.com</a>.</li> <li>- Debugging <a href="http://server.roofing.com">server.roofing.com</a> Modules. Fix and debug broken links in the roofing server set-up.</li> <li>- Editing the codes, adding banner Ads in all pages of <a href="http://server.roofing.com">server.roofing.com</a> using the Adserver Software OpenX.</li> </ul> <p>E.) <a href="http://www.roofing.com">roofing.com</a> - <a href="http://www.roofing.com/">http://www.roofing.com/</a></p> <ul style="list-style-type: none"> <li>- Editing the codes, Adding banner Ads in all pages of <a href="http://www.roofing.com">roofing.com</a> using Adserver Software OpenX.</li> </ul>

		- Check and maintain banner ads from OpenX Ad-server Software.
Norman Hem	10/26/2009 - 12/29/2009	<ul style="list-style-type: none"> <li>- Install and Manage Wordpress Website. Includes Modification of Wordpress plugins and template.</li> <li>- Manage Server Accounts for various websites.</li> <li>- SEO / Link Building Tasks.</li> <li>- Handles OS-Commerce Site or Shopping Cart.</li> <li>- Website Maintenance.</li> </ul>