

# Jose Paulo Timbang

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## **PROFESSIONAL SUMMARY**

Creative and detail-oriented Web Designer and Developer with over 8 years of experience in creating responsive, user-friendly websites. Proficient in HTML, CSS, JavaScript, and various content management systems, focusing on user experience and accessibility. Skilled in translating client requirements into innovative solutions while preserving brand integrity, and adept at collaborating with cross-functional teams to deliver high-quality projects on time and within budget. Passionate about staying updated with industry trends and emerging technologies to enhance web design practices.

## **TECHNICAL SKILLS**

- Web Design – HTML | CSS | JavaScript | JQuery | Photoshop | Wordpress | Shopify | Figma | UI/UX Design | Trello | Asana
- Web Development – PHP | Laravel | CodeIgniter | Web Server Management | Visual Studio | Github |
- Digital Marketing and SEO – Google Analytics Web | Social Media Management | Mailchimp | Emma | Semrush | SEO Yoast

## **WORK EXPERIENCE**

**Computer Technician/Business Owner**

**Apr 2020 - Oct 2022**

**Savvytech Computer Services** | Mansfield Angeles City Philippines

- Manage inventory to fulfill customer demand in a timely manner by ordering the right items to be ordered and ensuring prompt delivery.
- Communicate with computer hardware suppliers to effectively procure necessary components and materials for various projects.
- Install hardware and software according to customer requirements based on their specific needs, while diagnosing and troubleshooting a wide range of computer issues.
- Utilize advanced data recovery techniques to retrieve lost or deleted information from various storage media, including hard drives, SSDs, and cloud storage, and implement computer security measures to protect systems and data, as well as configure computer networks for optimal performance.

### **Marketing Assistant/Web Designer**

**Dec 2020 - Apr 2022**

**Carolinas Dream Team | Carolina United States | Remote Job**

- Consistently updated and managed website content, blogs, and landing pages to ensure accuracy and relevance by customizing WordPress themes, utilizing web servers, and leveraging social media platforms.
- Designed and edited a variety of graphics, including real estate property visuals, logos, business cards, flyers, posters, brochures, email signatures, social media content, and newsletter images using Canva and Photoshop, ensuring alignment with company branding guidelines.
- Managed and executed automated email campaigns through platforms like Mailchimp and Emma to effectively engage with clients and prospects.
- Integrated Google Analytics into the website to monitor traffic and prepared weekly analytics reports to track performance and optimize strategies.

### **Web Developer**

**Jun 2018 - Nov 2020**

**Cyberbacker | Utah United States | Remote Job**

- Developed and maintained functional websites to ensure reliable operation and timely updates, creating visually appealing, mobile-responsive designs with intuitive navigation to enhance user experience using CMS WordPress, JavaScript, CSS, HTML, and PHP; created and updated landing pages to boost conversions and improve user engagement; and designed, developed, and customized websites from initial layout to final functionality using Photoshop and various WordPress plugins.
- Developed and maintained a comprehensive Online Employee Management System that features a robust time tracker, aimed at streamlining company operations by enhancing efficiency in managing employee records, tracking work hours, and facilitating communication among team members, which ultimately boosts overall productivity and ensures accurate payroll processing. Additionally, provided technical support to employees for issues related to the system and other company platforms, ensuring a seamless user experience and resolving any challenges promptly.
- Integrated social media accounts into websites to enhance online presence and foster greater engagement with audiences, while also implementing and managing live chat systems to support customer service representatives and improve overall customer interactions, ensuring prompt responses and a more satisfying user experience.
- Conducted comprehensive on-page and off-page SEO activities, utilizing tools such as SEMRush, Google Webmaster Tools, and Google Analytics to enhance search visibility. Monitored and optimized website performance using WordPress SEO Yoast, ensuring effective strategies were in place to improve rankings and drive organic traffic.

### **Front-End Web Developer**

**Sep 2019 - Oct 2019**

**Association of Independent | Hong Kong | One-time Project Remote Job**

- Designed, developed, and customized website's using Photoshop and CMS WordPress, ensuring seamless integration from layout through functionality.
- Created visually appealing website's with a focus on user-friendly, mobile-responsive design and intuitive navigation.

- Assessed UX and UI designs for technical feasibility, optimizing user experience across various platforms and devices.

**Web Developer**

**Mar 2016 - Oct 2017**

**Fast CMA** | Dallas Texas | Remote Job

- Developed and maintained website functionality using WordPress to ensure optimal performance and regular updates, while creating and updating landing pages to support marketing campaigns and enhance user engagement; designed, developed, and modified websites from initial layout to full functionality using Photoshop and various WordPress plugins; crafted visually appealing sites with user-friendly, mobile-responsive designs and intuitive navigation; translated raw images and layouts into CSS/HTML5 for seamless web integration; and integrated social media accounts into websites to enhance brand presence and encourage social engagement.
- Collaborated with marketing teams to strategize and execute campaigns, utilizing Infusionsoft to manage the website's shopping cart.
- Managed on-page and off-page SEO activities, including setup and monitoring with SEMRush, Google Webmaster Tools, and Google Analytics. Employed WordPress SEO Yoast for ongoing website optimization.

**Web Developer**

**Mar 2016 - Oct 2017**

**MLS Deal Finder** | Dallas Texas | Remote Job

- Developed and maintained website functionality using WordPress to ensure optimal performance and regular updates, while creating and updating landing pages to support marketing campaigns and enhance user engagement; designed, developed, and modified websites from initial layout to full functionality using Photoshop and various WordPress plugins; crafted visually appealing sites with user-friendly, mobile-responsive designs and intuitive navigation; translated raw images and layouts into CSS/HTML5 for seamless web integration; and integrated social media accounts into websites to enhance brand presence and encourage social engagement.
- Collaborated with marketing teams to strategize and execute campaigns, utilizing Infusionsoft to manage the website's shopping cart.
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**Web Developer**

**Sep 2015 - Oct 2016**

**Graphics Eye Catcher Design** | Blue Grass Heights, Eddyville USA | Remote Job

- Developed and maintained website functionality using WordPress to ensure optimal performance and reliability, designed and modified the site from initial layout to full functionality with a focus on user-friendly, mobile-responsive design and intuitive navigation, and converted raw images and layouts into CSS/HTML5 for seamless web integration.
- Implemented on-page SEO strategies using SEO Yoast to improve website visibility and search engine rankings.

- Created and integrated social media accounts into the website to enhance engagement and expand online presence.
- Maintained and generated regular Google Analytics reports to track and analyze website traffic and performance metrics.

**Web Developer/Designer**

**Oct 2015 - Dec 2015**

**Affordable Homes** | Angeles City Philippines | One-time Project Remote Job

- Established and maintained website functionality using WordPress to ensure robust performance and timely updates, designed, customized, and developed websites from initial concept to full functionality using Photoshop and various WordPress plugins, created visually appealing, user-friendly sites with a focus on mobile-responsive design and intuitive navigation, integrated social media accounts to enhance online presence and engagement, designed social media banners with Photoshop to ensure consistent branding across platforms, and ensured seamless integration and functionality of social media features on the website.

**Front-End Web Developer**

**Sep 2014 - Jun 2015**

**Tallships Business Centre, Inc.** | Angeles City Philippines

- Collaborated with graphic designers, back-end developers, and marketers on diverse projects to create visually appealing websites; maintained and enhanced website functionality to ensure smooth performance and timely updates; designed, developed, and refined sites from initial layout to full functionality, focusing on user-friendly, mobile-responsive designs with clear navigation.
- Regularly maintained web servers, addressing and resolving website issues promptly to ensure uptime and relevance using CodeIgniter framework, web server, HTML, CSS, JavaScript and Bootstrap.
- Integrated and maintained live chat, web analytics, and CRM systems to enhance website functionality and user engagement.

**Front-End Web Developer**

**Dec 2014 - Jun 2015**

**Rocking the Boat Outsourcing Tours** | Angeles City Philippines

- Designed and converted PDF files into HTML5/CSS code to ensure compatibility and responsiveness; developed user-friendly, mobile-responsive websites using Bootstrap and the CodeIgniter web framework; consistently monitored and resolved website issues to maintain functionality and relevance; and integrated and managed live chat, web analytics, and CRM systems to enhance user engagement and streamline data management.

**Web Developer**

**Dec 2014 - Jun 2015**

**Job Readiness Training** | Makati Metro Manila Philippines

- Consistently maintained the web server to ensure peak performance and uptime.

- Monitored website performance and resolved issues promptly to keep the site current and functional.
- Designed and transformed PDF files into HTML5/CSS code for seamless web integration.
- Created flyers and business cards to enhance marketing and promotional initiatives.
- Utilized advanced data recovery techniques to retrieve lost or deleted information from various storage media, including hard drives, SSDs, and cloud storage.

### **Front-end Web Developer**

**Jun 2013 - Aug 2013**

**Archopi** | Porac Pampanga Philippines | One-time Project

- Worked closely with fellow programmers and clients to grasp project requirements, objectives, and desired website functionality.
- Designed client website's utilizing HTML5 canvas and CSS/CSS3, ensuring a creative and responsive design implementation.

### **Computer Technician**

**2008 - 2022**

Porac Pampanga Philippines | Self-Employed

- **Installed hardware and software, ensuring proper functionality and compatibility with existing systems.**
- **Diagnosed and troubleshoot various computer issues, resolving technical problems efficiently.**
- **Implemented and maintained computer security measures to protect systems and data.**
- **Configured computer networks, ensuring connectivity and optimal performance.**

### **Sound Assistant On-the Job Training**

**Jun 2010 - Mar 2011**

GV-AM/FM 99.1 Radio Station | Angeles City Pampanga

- Assisted radio announcers and DJs in installing software and hardware under the supervision of the IT supervisor
- Ensured seamless integration and functionality of installed software and hardware to support broadcasting operatio

## **Education**

**AMA Computer College**

**Jun 2007 - Apr 2011**

**Bachelor of Science in Information Technology**