

**MR. LAWRENCE CAFE TEVES**

Deira, Dubai, United Arab Emirates

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[www.tanjayanons.com/portfolio.html](http://www.tanjayanons.com/portfolio.html)

Date of Birth : **January 22, 1980**  
Place of Birth : **Quezon City, Philippines**  
Age : **32**  
Sex : **Male**  
Citizenship : **Filipino**  
Height : **5'9**  
Weight : **75 kilos**  
Civil Status : **Married**

**QUALIFICATION PROFILE**

- **Microsoft Certified IT Professional / Microsoft Certified Solutions Associate**
- Experienced in designing websites and search engine optimization (SEO) best practices to promote company online presence.
- Able to create centralized content management system in the company to provide reliability, security and fast search of information.
- Skilled in setting up local area network (LAN) networks, troubleshooting, maintaining and installing windows server 2008 Active Directory Services.

**INFORMATION TECHNOLOGY SKILLS**

- Web designing tools using Adobe Illustrator, Adobe Photoshop, Dreamweaver, Adobe Flash, and Adobe Premiere.
- Database management system using MS Sql Server 2008, MySQL and Windows server 2008.
- Programming skills using .Net, CSS, HTML, JavaScript, Action Script, ASP Classic and XML.
- Configure and administer windows server 2008 active directory and network infrastructures.
- Search engine optimization experience using Google analytics, directory submission, Google webmaster tools and Bing.
- Develop a booking system and reservation system using asp classic and MS SQL server 2008.

## PROFESSIONAL EXPERIENCE

### **Seatholidays Dubai LLC ( [www.seatholidays.com](http://www.seatholidays.com), [www.dubaihotelspro.com](http://www.dubaihotelspro.com) )**

Deira, Dubai, United Arab of Emirates

**Web Developer / Computer Programmer / IT Support**, September 2009 – Present

Hired as a full time web developer, computer programmer and information technology.

#### **Key Contributions:**

- Setup the Seatholidays Dubai office network , computers , printers, fax, scanner , virtual server web hosting and local windows 2003 server.
- Design Seatholidays company website and logo.
- Develop a booking system and increase customers online by promoting company services in google and yahoo using SEO white hat practices.
- Develop a centralized content management system in the company to increase reliability and efficiency. The system functions in generating sales, invoices and storing customer information.
- Sends promotional email to our clients about latest discounted air fare, tour packages , theme parks and hotels.
- Encoding and monitoring of visa either transit or tourist visa using ednrd website.

### **South Travels Holidays & Tourism Co. ( [www.southtravels.com](http://www.southtravels.com) )**

Dumaguete, Philippines

**Web Developer**, October 2005 – September 2009

Served as part of the web developer team responsible for promoting company's website and technical support in the office.

#### **Key Contributions:**

- Maintains existing website and promote in the search engine.
- Troubleshoot computers , network setup and technical support in the office.
- Revised and develop existing content management system in the office.

### **Project based website - [www.PlacesTours.com/www.dubaihotelsresort.com](http://www.PlacesTours.com/www.dubaihotelsresort.com)**

Tanjay City, Philippines

**Web Developer**, March 2004 – October 2005

**Technological Institute of Central Visayas** - Tanjay City, Philippines  
**Part-time Instructor**, October 2003 - March 2004

**Logics Internet Café** - Tanjay City, Philippines  
**Part-time Computer Technician**, August 2000 – March 2004

**DJPEN Internet Café** - Bais City, Philippines  
**Part-time Computer Technician**, December 2001- August 2003

**Coca-Cola Bottlers** - Bais City, Philippines  
**Part-time Data Encoder**, March 2002 - May 2002

**Social Security System (Summer Job Training)** - Bais City, Philippines  
**Data Encoder**, April 1999 - May 1999

**Icon Internet Café Sales and Repair** - Dumaguete City, Philippines  
**Part-time Computer Technician**, March 1998 - October 2000

## **EDUCATION & TRAINING**

### **Filipino Computer Club**

Advance PC Configuration & Home Networking Ver 1.1

Adobe Illustrator

Network Administration Essentials (Microsoft Certified Professionals Track)

Al Twar 2, Dubai airport free zone, Dubai, United Arabs of Emirates

050 505 7097

May 2012 - Present

### **STI**

AutoCAD Training

Dumaguete City, Philippines

November 2008 - January 2009

### **Electronics**

City Livelihood & Home Industries

Development Office (TESDA) Dumaguete City, Philippines

January 2003 – March 2003

### **CISCO Networking Academy**

Foundation University

Dumaguete City, Philippines

2001-2003

### **Bachelor of Science in Computer Science**

Central Visayas Polytechnic College

Dumaguete City, Philippines

June 1997 - March 2001

## CHARACTER REFERENCES

### **Danny Eramiz**

Microsoft Certified Trainer  
Filipino Computer Club  
Mobile # 0097150-6996158  
dant\_e@emirates.net.ae

### **Mr. Noel Carcusia**

Sales Manager  
Seatholidays Dubai LLC  
Deira, Dubai, United Arab Emirates  
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ncars1@yahoo.com  
+639287601290

### **Mrs. Cora Dinglasan**

Supervisor  
Seatholidays Dubai LLC  
Deira, Dubai, United Arab Emirates

### **Mr. Charlie Tuballa**

IT Manager  
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### **Ms. Lucille Ozoa**

Reservation Manager  
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