

GIL B. CONCEPCION JR.

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Philippines 4028

CONTACT

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PERSONAL BACKGROUND

Nickname: Jay
Birthday: March 8,1980
Birthplace: Caloocan City City
Sex: Male
Nationality: Filipino
Civil Status: Married
Religion: Roman Catholic
Height: 5'10"

WEB DEVELOPMENT SKILLS

HTML, HTML5, PHP, CSS, CSS3, Javascript, JQuery, WordPress, Phyton Development, Laravel,

DATABASE

MS SQL, MySQL

EDUCATION

AMA Computer College
Caloocan City
December 2000
Bachelor of Science in Computer Science

St. Joseph High School
Gagalangin Tondo Manila
April 1997
Secondary Level

Bo. Obrero Elementary School
Bo. Obrero Tondo Manila
March 1993
Primary Level

WORK EXPERIENCE

NEARSOL PHILIPPINES – WEB DEVELOPER
February 2021 - Present
7th Floor The 30th Corporate Center, Meralco Ave, Pasig, Metro Manila

Duties and Responsibilities

- Develop and maintain company websites and custom internal applications, including CRM, project management, and lead generation systems.
- Build web applications using Laravel, PHP, MySQL, JavaScript, HTML, and CSS.
- Troubleshoot website errors, plugin conflicts, security vulnerabilities, and performance issues.
- Implement technical SEO, GEO, Core Web Vitals optimization, and mobile responsiveness.
- Manage WordPress websites, themes, plugins, hosting environments, and deployments.
- Monitor website performance and SEO using GA4, Google Search Console, GTM, PageSpeed Insights, Semrush, and Ahrefs.

DESIGNING SOFTWARE

Adobe Photoshop, Adobe Illustrator, Adobe XD

WORDPRESS PLUGIN

Elementor Pro, DIVI, Cornerstone, WP-Bakery, Gravity Forms, Yoast SEO, Wordfence, Sucuri, Short Pixel, Rank Math SEO

SEO TOOL

Semrush, Ahrefs, Moz

PROJECT MANAGEMENT TOOL

Trello, Podio, Asana, Monday.com

WEB SERVERS

WHCM, Cpanel, Plesk Digital Ocean, Amazon Webservices

OPERATING SYSTEM

Windows, MAC Osx, Ubuntu

CREATIVE MINDS INC. – SR. WORDPRESS DEVELOPER
June 1, 2009 – January 31, 2021

Duties and Responsibilities

- Bug/ Error Fixing WordPress theme files
- Ensures Website speed and meets SEO Requirements.
- Installation of Plugins / Themes
- Ensures all websites are mobile responsive.
- Integration of Ontraport System
- Marketing Automation using Ontraport/ GroundHogg
- Ensures all data and password are documented.
- Creating/Maintaining a Database system using PHYTON

OUTSOURCED INC. (IMPACT MEDIA) – WORDPRESS DEVELOPER
May 24, 2018 – May 31, 2019
21st F Asian Star Bldg. Filinvest Alabang Muntinlupa

Duties and Responsibilities

- Bug/ Error Fixing WordPress theme files
- Ensures Website speed and meets SEO Requirements.
- Installation of Plugins / Themes
- Ensures all websites are mobile responsive.
- Website Migration from one server to another including Database and Email.
- Records all changes using GitHub.

SELF-EMPLOYED – WORDPRESS DEVELOPER
October 1, 2016 – May 23, 2018
Home-based

Duties and Responsibilities

- Bug/ Error Fixing wordpress theme files
- Ensures Website speed and meets SEO Requirements
- Installation of Plugins
- Creation of Page templates
- Creating of Webpage Design using Divi Builder
- Modification of Theme Options (Creating Theme Options from Scratch)
- Ensures all websites are mobile responsive
- Ensures all installed plugins/themes will work and will not compromise other features.
- Complete Setup of Website using WHM / CPanel
- Website Migration from one server to another including Database and Email
- WooCommerce Installation and Implementation (including payment option and product setup).

PROJECTS HANDLED

GCWEBPH
https://gcwebph.com
Developer/ Designer

PHILIPPINE FOOTBALL FEDERATION
https://pff.org.ph
Developer/Designer

PHILIPPINE EMBASSY SINGAPORE
https://www.philippine-embassy.org.sg
Developer/ Designer

CROSSFIT DTE
https://crossfitdte.com
Developer/ Designer

ROTARY CLUB OF ROOSEVELT QC
https://rcrooseveltqc.org
Developer/ Designer

THE MAGNOLIA AT NSB
https://magnoliaatnsb.com
Developer/ Designer

BBK CONSTRUCTION
https://bbkconstructionllc.com
Developer/ Designer

XI DEVELOPMENTS
https://xidevelopments.com
Developer/ Designer

HSR TILING & WATERPROOFING SERVICES
https://hsrtilingservices.com
Developer/ Designer

TRAVEL GEEKS PH
https://travelgeeksph.com/home
Developer/ Designer

ASEAN WOMEN'S FUTSAL CHAMPIONSHIP 2024
https://awfc24.com
Developer/ Designer

OUTSOURCED INC. (MISFIT INC.) – WORDPRESS DEVELOPER
August 2015 to September 30, 2016
19th Floor Cyberone Plaza Eastwood Libis Quezon City

Duties and Responsibilities

- Bug/ Error Fixing wordpress theme files
- Records all changes using GitHub
- Ensures Website speed and meets SEO Requirements
- Installation of Plugins
- Creation of Page templates
- Modification of Theme Options
- Ensures all websites are mobile responsive

OUTSOURCED INC. (NATIVE DIGITAL) – WORDPRESS DEVELOPER
April 15, 2015, to July 15, 2015
19th Floor Cyberone Plaza Eastwood Libis Quezon City

Duties and Responsibilities

- To create/develop website using WordPress
- Ensures that design provided by the client will be accurately implemented
- Installation of WordPress Theme and Plugin
- Website migration
- Ensures all websites are mobile/tablet compatible
- Revision of the core files in case a feature is not present in themes.
- Ensures all data and password are documented.

INNOVALYNX INC. – WEB & MOBILE APP. CONSULTANT LVL 2
September 16, 2013 – February 28, 2015
Unit 260, Cityland Pioneer, Mandaluyong City

Duties and Responsibilities

- To create/develop website using Wordpress, HTML, CSS, and other programming tool
- Photo revisions/ enhancements using Adobe Photoshop
- Ensures all web-based programs are compatible with mobile/tablet devices
- Involving in designing, coding, Unit Testing, and database creation.
- Develop Website from Scratch. (Designing to Coding)

ENSOGO, A LIVING SOCIAL COMPANY – WEB ADMIN/ GRAPHIC ARTIST
May 17, 2011 – September 15, 2013
W Bldg. 28th Street Bonifacio Global City Taguig

Duties and Responsibilities

- Design concept photo
- Creation of HTML/CSS Programming Codes for Deal Insertion (Using Magento System)
- Photo revisions/ enhancements using Adobe Photoshop
- Ensures deal quality before launching deals
- Ensures every task has been recorded thru CRM (Salesforce)

COSMOTEC CONTACT CENTER INC – IT ANALYST/ NETWORK ENGR
October 18, 2010 – March 16, 2011
22nd Floor Orient Square Building Pasig

Duties and Responsibilities

- Assists other departments on their technical needs
- Support Back-End programming using Php MySQL and CSS
- Designs company marketing tools (Ads and Banners)
- Support Call Center CRMs
- Administer/Created MyCall System using PHP MySQL

WINSOURCE SOLUTIONS INC – WEB DEVELOPER
July 16, 2009, to October 16, 2010
14th Floor Robinsons Cybergate, Mandaluyong City

Duties and Responsibilities

- Involving in designing, coding, Unit Testing and database creation.
- Assists other departments on their technical needs
- Support Back-End programming using Php MySQL, Javascript, and CSS
- Designs company marketing tools (Ads and Banners)
- Support Call Center CRMs/ Script
- Doing SEO Tasks

EASTWEST BANKING CORPORATION – CUSTOMER SERVICE REPRESENTATIVE – CREDIT CARD DIVISION
March 31, 2009, to July 13, 2009
14th Floor Strata 2000 Ortigas Center Pasig City

Duties and Responsibilities

- Answer all calls within 10 seconds, in a polite friendly manner
- Offer best option suitable to customer's lifestyle.
- Provide phone support queries and concerns

YES NZ IMMIGRATION CONSULTANCY – MARKETING MANAGER
January 2009 to March 30, 2009
2/F Suite 208 The Manila Bank Bldg., Ayala Makati City

Duties and Responsibilities

- Doing Marketing strategies like promotion of life in New Zealand
- Do Monthly Report and Marketing Agenda
- Creation of Company's website and Multiply Site

JRS BUSINESS CORPORATION – OFFICER-IN-CHARGE
June 06, 2001 – December 2008
UG4 Cityland Herrera Tower VA Rufino St. Makati City

Duties and Responsibilities

- Manage the company's Standard Operating Procedures
- Responsible in Marketing strategies (Door-to-Door Visit or Phone)
- Do monthly reports (Inventory, Sales and Status)
- Assist New and Old Clients to satisfy their needs.
- Design client's desired logo using Corel Draw
- Design own logo and be presented to client
- Typing job
- Assist's clients to meet their needs
- Troubleshoots PC Hardware
- Virus removal and other software related problems
- Installation and Uninstall PC Software

TRAININGS & SEMINARS ATTENDED

- **Amazon Web Service Module 1**
  Amazon Web Service cloud computing and capacity overview

  Exam Result: Passed with 80% Grade

- **Amazon Web Service Module 2**
  Amazon Web Service products and services overview

  Exam Result: Passed with 90% Grade

- **Salesforce**
  Web-based CRM (Customer Relationship Management) training

- **EPICOR**
  ERP (Enterprise Resource Planning) software overview