



Ralph De Venecia



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ralphcv

I have expert experience on the following, for samples, please feel free to visit my website above:



Adobe
Photoshop



Adobe
Illustrator



Adobe
Animate



WORDPRESS



On-Page SEO



AUTOCAD®



Office



ABOUT ME

A highly committed and competitive individual who wants to be involved in a perdurable company and share my skills.

Proficient in PC troubleshooting and other computer works and versatile on software usage, eager to learn, willing to undergo training, willing to adjust on flexible work hours, independent, self-motivated, responsible and God-fearing.

EXPERIENCE

AutoCAD Draftsman / I.T. Staff / Graphic Artist
MBplusB Group International Inc.

Eastwood, Bagumbayan Quezon City, Philippines

March 2010 - Present

- Manage network infrastructure and system solutions
- Manage and maintain PC's and provide Network and Data Security and Management for the company.
- In-charge of emails and access to FTP transfers
- Encoding Design Drawings using AutoCAD and with good knowledge on every construction discipline.
- Encoding Bill of Quantities and Materials in MS Excel
- Graphic Artist for color rendering of floor plans

I.T. Support Specialist / AutoCAD Draftsman
BMB Group Int. Inc.

Cainta, Rizal, Philippines

June 2005 - March 2010

- served as an IT Specialist and AutoCAD encoder

EDUCATION

College:

Colegio De Dagupan

Dagupan City, Pangasinan, Philippines

Bachelor of Science in Computer Engineering

2000 - 2005

Secondary:

Ednas School

Dagupan City, Pangasinan, Philippines

1996 - 2000

Primary:

Ednas School

Dagupan City, Pangasinan, Philippines

1990 - 1996

OTHER SKILLS

I have experiences working on the following softwares:

o MS Windows Server

o Sony Vegas

o Adobe Animate

o Adobe After Effects

o Lumion

o Macromedia Flash

o Adobe Premiere Pro

o Powtoon

o Canva

o Google Sketchup