

Eunice Marginel A. Valderama

eunicemarginel@gmail.com

+65 94554460

[LinkedIn](#)

[Github](#)

Skills Summary

- Programming and Web Development
 - Web Design and Development: Designed and crafted a mobile-friendly portfolio website, hosted on GitLab, showcasing proficiency in responsive and visually appealing web design.
 - API Development: Engineered a robust E-Commerce API using Node.js and Express.js, demonstrating expertise in creating scalable and efficient server-side solutions.
 - Full-Stack Development: Successfully delivered a Full-Stack Application leveraging the MERN (MongoDB, Express.js, React, Node.js) stack, showcasing end-to-end development capabilities.
- Adaptability:
 - Successfully transitioned roles from Merchandising to HR/Accounts, showcasing versatility in diverse work environments.
 - Navigated through industry shifts, acquiring proficiency in web development through an ongoing Bootcamp.
 - Adapted to changing responsibilities, leading to top performance ratings in diverse roles.

Work Experience

- **HR cum Accounts Executive August 2023 – Present**
Golden Shield Security Services | Sin Ming, Singapore
 - Oversee all accounts, human resources, and administrative matters of the company.
 - Prepare and handle daily accounting operations, including invoicing, payment, payment vouchers, and bank statement reconciliation.
 - Manage payroll, taxation matters, and assist with the recruitment process and other HR-relevant matters.
- **HR / Marketing Assistant March 2019 – July 2023**
Securus Pte Ltd | Jurong East, Singapore
 - Managed recruitment, job posting, interview screening, and on-boarding/off-boarding processes.
 - Issued employee contracts and maintained employee profiles using HRIS systems.
 - Led successful marketing campaigns through social media and email marketing.
 - Developed an Augmented Reality (AR) App for Virtual Security Training.
- **Web Support Specialist September 2018 – March 2019**
DiSignir Inc | Cebu City, Philippines
 - Collaborated with the software development team on testing for software updates and maintenance.
 - Published blogs and FAQs on school sites for clients.
 - Created e-commerce websites for clients and managed CRM.
- **Merchandising Assistant September 2016 – May 2018**
Allhome Corp | Metro Manila, Philippines
 - Conducted research on consumer buying patterns and developed purchase and inventory plans.
 - Monitored inventory levels and maintained adequate stock in product displays.
 - Developed standardized monthly sales reports for senior management.

Education

Zuitt Web Developer Program (MERN Stack)

Main Course Package [Completer / Attended]

December 4, 2023 – April 03, 2024

BS in Information Technology

ABE International Business College

2016 (Capstone: Online Ticketing System)