# Kent Warren Menchavez

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## Tech Stack

**Web Development**

- **Frontend** - HTML 5, CSS 3, Bootstrap, React.js
- **Backend** -  Javascript, Node.js, Express.js
- **Tools** - Git, MongoDB, Postman, Figma, Canva

**Data Analytics**

- **Data Analysis** - Apps Script, Macro, SQL, R, Excel
- **Data Visualization** - MS Powerpoint

## Project Experience

- **Web Portfolio** - Designed and developed a responsive portfolio using HTML, CSS, Bootstrap, and Git for version control; hosted on Github

- **Cristina** - Developed a React-based web application with API integration and responsive design, utilizing modern JavaScript techniques and DOM manipulation; hosted on Zuitt AWS server

## Work Experience

**Benefex | Platform Delivery Consultant**                                  **June 2024 - *present***

- Collaborated closely with customers to gather and document comprehensive, detailed requirements, ensuring alignment with their specific needs.
- Configured the Onehub platform to tailor solutions for clients based in the UK and Ireland, ensuring seamless integration and optimal performance.
- Conducted rigorous QA testing on builds, changes, and defect requests, ensuring high-quality outputs before User Acceptance Testing (UAT).
- Provided expert guidance during the CAT (Customer Acceptance Testing) phase, fostering clear communication, addressing customer feedback, and facilitating a smooth and efficient testing process.
- Efficiently managed and tracked customer support tickets through Jira, ensuring timely resolution of issues within the Business-As-Usual (BAU) process.

**Converge ICT Solutions, Inc. | Order Management Associate**           **Oct 2020 - June 2024**

- Pioneered the operations in the VisMin region in 2020 by establishing a solid end-to-end order fulfillment process.
- Contributed to the design and implementation of the initial productivity, job order, and port utilization dashboards.
- Processed over 100 applications on daily average, with a peak of 180 during the height of the pandemic.
- Helped resolve customer complaints during the onslaught of Typhoon Odette, working overtime to address the surge in applications as internet access became crucial for all types of individuals.
- Redesigned the productivity Google Sheet for faster monitoring, incorporating Pivot, Google Form integration, and Apps Script to handle substantial increase of data volume. Also, acted as a Quality Analyst for Managing Services Partners, randomly checking and evaluating their data validation processes to ensure adherence to standard procedures.

**AJK3 General Merchandising | Accounting Specialist**          **Sept 2017 – Sept 2020**

- Prepared and filed BIR tax returns.
- Managed orders for a retail load business and assisted in maintaining an inventory system.
- Assisted in managing the owner's other small businesses, including Airbnb rentals and airline ticketing.

**JKing and Sons Co., Inc. | Accounting Specialist**          **Mar 2017 – Aug 2017**

- Conducted bank reconciliations regularly to ensure accuracy and consistency of financial records.
- Consolidated sales and purchase invoices and generated financial statements.
- Processed payroll computations.
- Managed an inventory database for all auto parts and stocks.

## Education

**Zuitt Web Developer Program**

Full Stack Web Development – MERN | [Online Certificate](#)

January 8 – April 30, 2024

**Google Data Analytics Professional Certificate**

Coursera | [Online Certificate](#)

February 2024

**BS in Management Accounting - Cum Laude**

University of San Jose – Recoletos

March 2017

## Additional Skills

- **Strong problem-solving and analytical skills** – Spearheaded the automation of workflows in spreadsheets, enhancing efficiency, which in turn contributed to accurate summary sales reports through reconciliation and system data validation.

- **Keen attention to details** – Demonstrated my commitment to precision and efficiency through achieving an average QA score of 96.93% by meticulously validating 31,563 applications at a rate of 120 per day.

- **Adaptable and quick learner** – Conveyed agility and quick learning ability by mastering two new system tools (Orbit and Hobs) and efficiently adapting to any new validation procedures.

- **A collaborative team player -** Contributed to achieving internal sales targets for the VisMin region through collaborative efforts and effective communication between departments.