JAY-AR B. AVECILLA

125 Leeward Glenway, Toronto, Ontario M3C2Z6 | 416 520 8622 | [jbavecilla@ama.edu.ph|](mailto:jbavecilla@ama.edu.ph|) www.jay-ar.website

**Professional Summary**

Competent (CSIS and CIOS) well-versed in assisting computer users with diverse computer system, mobile device and peripheral equipment problems. Familiar with security standards and usability optimization. Effectively operate alone to troubleshoot and fix concerns.

**Skills**

* CompTIA A+, Network+, Security+
* Strong troubleshooting skills
* Desktop support
* Windows, Mac, Linux proficiency
* Microsoft Office proficiency
* Python programming proficiency
* HTML5, CSS3 and JavaScript proficiency
* Web Development
* Git proficiency
* MySQL
* Visual Studio Code
* Adobe Photoshop

**Work History**

**SMT Line Technician and Quality Inspector**, 02/2016 to 01/2019

**Celestica Inc** – Toronto, Ontario

* Set-up the machines, which includes adjustment and calibration, load the proper programs for a specific product.
* Staging Siemens beds and Universal Instrument GSM according to required product parts.
* Read and follow PCB diagram and BOM according to customer needs.
* Visually inspected all components using microscope and Automated Optical Inspection, provide corrective action if needed.
* Follow procedures for handling and storing moisture sensitive devices (MSDs).
* Operated different kind of machines like: Contact, ERSA selective solder, Camalot glue dispense, Yestech and DEK screener.
* Modified and debug program parameters.

**Assistant Manager**, 06/2011 to 01/2016

**SecondCup Coffee Co.** – Toronto, Ontario

* Managed store inventory daily and weekly, ordering pastry and dairy products also store merchandise.
* Answering phone calls about customer queries and deliveries.
* Kept work areas clean, organized and safe to promote efficiency and team safety.
* Trained team members in successful strategies to meet operational and sales targets.
* Monitored cash intake and deposit records, increasing accuracy and reducing discrepancies.
* Applied customer feedback to develop process improvements and support long-term business needs.

**Computer Technician**, 01/2010 to 06/2011

**Heritage Skills Development Centre** – Toronto, Ontario

* Diagnosed computer, repair and replace damaged parts.
* Installing appropriate operating system and other software that needed.
* Managed website and update if needed.
* Configured hardware, devices and software to set up new work stations for employees.
* Linked computers to network and peripheral equipment, including printers and scanners.
* Patched software and installed new versions to eliminate security problems and protect data.

**Education**

**Certificate**: Database Administration, 2015

**George Brown College Casa Loma Campus** – Toronto, Ontario

**Bachelor of Science**: Computer Engineering, 2009

**AMA Computer University** – Santiago City, Isabela Philippines