

Carmi Dulce C. Vicente

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EMPLOYMENT HISTORY

Lead e-Learning Developer

FrameMedia Inc.

April 2016 - Present

Job Description:

- Develops engaging e-learning solutions that meet the latest instructional design concepts and appropriate media standards.
- Converts existing electronic and print-based training content into meaningful and interactive e-learning materials.
- Collaborates with the learning and development teams to optimize curriculum designs and content.

Freelance e-learning Developer

January 2016 to April 2016

Job Description:

- Creates e-learning materials based on client specifications.
- Integrates all media assets and learning objects in the authoring software and generate moodle reports.
- Creates informative videos in Videoscribe.

Authoring Specialist

Transition e-Learning, Corp.

January 2014 – December 2015

Job Description:

- Responsible in creating e-learning materials.
- Integrate all media assets and learning objects in the authoring software and generate moodle reports.

Project Team Lead

RenditionDigital Inc.

November 2009 – December 2013

Job Description:

- Responsible in monitoring team performance and activity.
- Handles DTP, e-learning and web-based localization projects.
- Evaluates, supervises and delegates project tasks to members of the team.

Multimedia Engineer

RenditionDigital Inc.

March 2007 – November 2009

Job Description:

- Responsible in DTP layout, localization of existing graphics, screen capturing, text and graphic integration, image manipulation/optimization, creation of Flash SWF movies, audio post-production, flash integration and modification of design layout to suit changes in the content.

QA Specialist

RenditionDigital Inc.

August 2006 – March 2007

Job Description:

- Responsible in checking the layout and proofreading materials accurately before the delivery is made to clients.
- Ensures that layout, illustrations, text and graphics of the localized output satisfy the project requirement.

EMPLOYMENT HISTORY (continued)

Senior Quality Assurance Staff

SPI Technologies
August 2003 – July 2006

Job Description:

- Studies and analyzes client specifications and requirements.
- Evaluates the quality output of the file based on the process flow of any given project.
- Recommends actions or procedures for the efficiency of the project.
- Ensures implementation of the designed process flow.
- Monitors and analyzes the accuracy readings of a project and recommends necessary corrective and preventive action.

Research Assistant

Assistant to an Accounting book Author at Mutual Books, Inc.
June 2002 to August 2003

Practicum Trainee

Philippine Institute of Certified Public Accountants
April 2001 to June 2001

Volunteer

PICPA-NAMFREL AUDIT
May 2001 Election

COMPUTER KNOWLEDGE & SKILLS

Microsoft Office, HTML, CSS, Quark, Lionstudio, Lectora, Articulate Studio/Storyline/360, LMS, Moodle, Videoscribe
Adobe Photoshop/InDesign/Illustrator/Captivate/Dreamweaver/Flash/Acrobat/After Effects

ELIGIBILITY

Career-Service Sub-Professional Examination	October 14, 2001	84.79%
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EDUCATIONAL ATTAINMENT

Certificate:	Global Titan Institute Inc. <i>Bread and Pastry Production NCII</i> February 2024
Certificate:	Meralco Foundation <i>Web Page Designing using Dreamweaver</i> August 2012
Tertiary:	Bulacan State University <i>Bachelor of Science in Computer Engineering</i> Malolos, Bulacan April 2002
Secondary:	Doña Trinidad Mendoza Institute San Jose, Bulakan, Bulacan April 1997
Elementary:	Doña Trinidad Mendoza Institute San Jose, Bulakan, Bulacan April 1993

PERSONAL INFORMATION

Birth Date:	02 August 1981
Birth Place:	Quezon City
Sex:	Female
Citizenship:	Filipino
Religion:	Christian
Language Spoken:	Filipino, English