CURRICULUM VITAE

Personal Information:



Salistiao Alfaya Cardoso
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Education:

Bachelor of Information Communication Technology, at Satya Wacana University, Semarang Indonesia

Areas of Expertise

• Identifying technical solutions • Client facing skills • Troubleshooting • JavaScript • Web graphics • Bug fixing • Building templates • Image cropping • Maintaining data integrity • Building functionality • Web application development • Mobile applications • Web Development • Coding & Programming • Digital Marketing • Site Troubleshooting • UX & UI Design • Agile Methodologies • Hosting & Maintenance • Digital & E-Commerce Strategy • CRM & CMS Platforms	• Information Architecture • Multimedia Design, and Design Communication Visual • Application Development • Service-Oriented Architecture (SOA) • Enterprise Implementations • Software Development Lifecycle (SDLC) • QA & UAT Management • Testing & Troubleshooting • Project Management, System Administration • Strategic Planning, Resource Allocation • Business Continuity • Data Backup & Recovery • Search Engine Optimization. • Communication Skills. • Search Engine Marketing. • Problem Solving. • Email Marketing. • Collaboration Skills.

Career History

2022- Present IT Consultant for UN- IOM
Duties and Responsibility

- Develop Migration Information Management System (MIDAS)
- Build setup Live server for 5 BCPs in Timor leste and included Immigration office iha Dili
- Setup NAS configuration at 5 BCP in Territory of Timor Leste

- Provide Training for Police and Immigration officer specific in cyber security and data exchanges.
- Develop ERP and Asset Application for for IOM office in Timor Leste

2022: IT Consultant for MSSI

- Develop reproduction system as Web and Android Application for MSSI Timor Leste
- Setup data centre for Web Application and Android

2021: IT Consultant for Plan International
Duties and Responsibility

- Design and develop accessible format for spotlight project with online platform web and android version
- Create and Develop Project Management System (PMS)

2021: IT Consultant for UNICEF
Duties and Responsibility

- Design and develop Hotline Management system Application both online and offline

2021: IT Consultant for PRADET
Duties and Responsibility

- Design and Develop Data Management for Spotlight Project

2019: Web Developer at PRADET Timor Leste
Duties and Responsibility

- Design website organization and other application Management system as: HRD, Leave, Complaint, Archie, Vehicle, Asset, Event, Visitor, and Warehouse Management System.

2018- IT Consultant for Tobishima Corporation - Japan
Duties and Responsibility

- Design for Monitoring and Supervision Management system web-based during project ongoing

2015-Present IT Consultant at CCI-TL
Duties and Responsibility
Meeting with clients to determine requirements

- Working with clients to define the scope of a project
- Planning timescales and the resources needed.
- Clarifying a client's system specifications, understanding their work
- practices and the nature of their business.
- Defining software, hardware and network requirements.
- Analysing it requirements within companies and giving independent and objective advice on the use of it.
- Developing agreed solutions and implementing new systems.
- Presenting solutions in written or oral reports.
- Helping clients with change-management activities.
- Purchasing systems where appropriate.
- Designing, testing, installing and monitoring new systems.
- Preparing documentation and presenting progress reports to customers.
- Organising training for users and other consultants.
- Being involved in sales and support, and where appropriate, maintaining contact with client organisations.
- Identifying potential clients and building and maintaining contacts.

- Develop of the human Resource management system

2014-Present Senior Web Developer and Projects Representative

- Develop CCI-TL Web with multilingual and other system, include Management Network
- Develop Web of the National Company as Ruvic Construction, Monteveado, Lda, Betuhei, Unip Lda, Senofa, LMS-Academic, Library System,
- Develop core banking system Credit in local bank in Indonesia
- Develop Website and Database online IP-CNR, include Network Configuration
- Develop UNTL academic System backend and frontend

2015-2017 Director ICT UNITAL
Duties and Responsibility

- Drives day to day functional delivery of ICT services and programs that reflect contemporary best practice and achieves optimal outcomes for the organisation's strategic operational and business requirements
- Manage client expectations and deliver outcomes to agreed targets and timeframes
- Identify and address complex ICT service delivery issues and provide alternate solutions based on well considered and balanced assessment of the facts and consequences
- Assess and respond to the impact of changes in the operating environment ensuring a high level of integration with the agency's strategic directions
- Develop and Create HRD-Management system and Logistic Management System
- Develop for academic system and Payroll system

2015-Present Lecturers and Researchers in University of UNITAL, IOB and IPDC
Duties and Responsibility

- Organized, implemented and monitored programmes and assessments.
- Was responsible for preparing learning material for courses and devising relevant practical activities.
- Involved in course team activities and curriculum development for students.
- Able to contribute to the intellectual life and debate of an academic organization by conducting research which will enhance its reputation as a research-led teaching institution.
- Experience of applying for external grants.

2008-2011 Network Administrator at SWCU
Duties and Responsibility

- establishing the networking environment by designing system configuration, directing system installation, defining, documenting and enforcing system standards.

- the design and implementation of new solutions and improving resilience of the current environment.
- maximizing network performance by monitoring performance, troubleshooting network problems and outages, scheduling upgrades and collaborating with network architects on network optimisation.
- undertaking data network fault investigations in local and wide area environments, using information from multiple sources.
- securing network systems by establishing and enforcing policies, and defining and monitoring access.
- the support and administration of firewall environments in line with IT security policy.
- updating job knowledge by participating in educational opportunities, reading professional publications, maintaining personal networks and participating in professional organisations.
- reporting network operational status by gathering and prioritising information and managing projects.
- upgrading data network equipment to the latest stable firmware releases.
- the configuration of routing and switching equipment.
- the configuration of hosted IP voice services.
- the basic configuration of firewalls.
- remote support of on-site engineers and end users/customers during installation.
- remote troubleshooting and fault finding if issues occur upon initial installation.
- capacity management and audit of IP addressing and hosted devices within data centres.
- liaising with project management teams, third-line engineers and service desk engineers on a regular basis.
- speaking with customers via email and phone for initial requirement capture.

2010- Present IT-Freelance
Duties and Responsibility

- Design and create the system like as, Database Programming, Mobile Programming, Network Programming then Web Design, Design Communication Visual. Security and Networking
- Maintenance All Electronic Devices as CCTV Installation Computer Service
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2011-2012 Staff BTSI, Designing and Conducting mix method research.
Duties and Responsibility

- Senior Research and editor of text and type of the transcript form voice to the text formats.
- Publish the final project of research to the website and shared to the stakeholders.
- Design layout and cover of the journal and books.
- Design of Conceptual of the Mix Method and Statistics Analysis.

2013 -Cisco Networking administrator at Formulatrix Salatiga Indonesia
Duties and Responsibility

- Upgrading data network equipment to the latest stable firmware releases.
- Configuration of routing and switching equipment.
- Configuration of hosted IP voice services.
- Remote support of on-site engineers and end users/customers during installation.

- Remote troubleshooting and fault finding if issues occur upon initial installation.
- Capacity management and audit of IP addressing and hosted devices within data centres.

2015 Communication Officer at Empreza Diak

Duties and Responsibility

- Develop, support and promote company goals, including message development, social media content creation and media outreach.
- Develop and disseminate public relations materials that increase our visibility among stakeholders and lawmakers.
- Build and maintain relationships with journalists, bloggers, investors and customer audiences that will help advance our work.
- Identify target audiences and create strategies to effectively engage them.
- Ensure digital marketing content aligns with our brand's identity and message, and assist with marketing campaigns as needed.
- Work closely with leaders and executives to develop and strengthen employee engagement activities

Membership

- Network Academic Certificate, Microsoft for Student
- Cisco Certificate Network Associate (CCNA)
- Cisco Certificate Network Professional (CCNP)
- Mirotik Indonesia and PHP Indonesia

Country of Work Experinece:

- Indonesia and Timor Leste

Organisational / managerial skills

2008-2009 Senate faculties of Satya Wacana Christian University

2009-2014 Coordinator of the Student of Timor Leste in Satya Wacana Christian University Semarang, Salatiga

2010-2014 Journalist at Scientiarum SWCU, Position: Editor and Publishing

Other Experience/Activities:

2008-2009 Coordinator of the International Student Association at Satya Wacana Christian University.

2009-2010 Coordinator of the student Exchange Committee of Satya Wacana Christian University. Position: Activities Coordinator

2012-2014 Staff of the Research and Technology Satya Wacana Christian University. Post: Chief Research Design (Qualitative, Quantitative, Mix Method)

2013 Coordinator Activities of Google Ambassador at Satya Wacana Christian University.

2014 Centru Estudo Etratejiku da PAZ (CEEPAZ). Coordinator of ICT

Languages Skill:

Languages	Reading	Writing	Speaking
Tetun	Good	Good	Good
English	Good	Good	Good
Portugis	Good	Good	Good
Indonesia	Good	Good	Good

Communication skills

- Excellent written and verbal communication skills.
- Confident, articulate, and professional speaking abilities (and experience).

- Empathic listener and persuasive speaker.
- Speaking in public, to groups, or via electronic media.
- Excellent presentation and negotiation skills

Digital Skill

- Creating Interactive Charts, Graphs, and Maps.
- Critical Thinking.
- Good in Decision Making.

Certification:

- Cisco Certificate Network Administrator: Mikrotik Certificate, Linux Certificate, XNA Certificate, Oracle Certificate: Leadership Certificate: English Certificate: Journalism Certificate:

Driving License: B2 and A2

Interests:

- Developing Country, Work Team, honestly, Hardworking.

Publications of Journal:

"Quality of Service, HTB, Bandwidth management at Edificio Palacio Presidenti da Republica Democratica de Timor Leste" Repository uksw.edu, 2014

References:

- Adelino dos Santos (IT Officer – UNICEF) +670 7373 7766
- Paula Cortereal (PLAN-International) +67077468068
- Lisa Gregory (Communication Adviser of VSA) +64275132223
- LeonelAraujo (National Programme Manager) +67075025979