****SHELLA VALDRIZ MARTINEZ**

09428442988

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007 Elizabeth St DM5 Cainta, Rizal 1800

**PROFILE**

Software QA with over 12 years of experience on manual Mobile and Web testing. Goal is to pursue a challenging career that would allow me to apply my interpersonal, technical skills and work experience by making a difference through quality, with strict adherence in achieving the organizational goals.

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| **PROFESSIONAL SKILLS**iOS, Android & Web TestingSystem & Unit TestingAnalyze, Plans & Test CasesDefect & Bug discoveryAgile MethodTracking, Logging & Reporting | Strategic ThinkerAccuracy & Detail-oriented Logical & Problem SolvingDynamic & AdaptableMultitaskingArtistic aptitudeKnowledge Seeker | **TECHNICAL SKILLS**Knowledge in PhotoshopKnowledge in IllustratorBasic HTML, JSONVisual StudioMS Outlook, Word, Excel, PowerpointBasic PC troubleshooting Data Entry/Processing35-45 WPM |

**WORK EXPERIENCE**

**SOFTWARE QUALITY ASSURANCE**

***J&P SOFTWARE CO INC 2008 – Present***

* Perform system, unit, functional, acceptance, regression, black box, performance, UI/compatibility and user experience testing using manual testing method
* Create detailed and comprehensive test cases and test data; with creative negative and alternative scenarios
* Document and report defects involving application functionality, output, UI and content to developer team using bug-tracking system (TFS/JIRA)
* Collaborate with QA Team and developers to develop effective test strategies and test plans
* Assist developers and other team in resolving urgent issues
* Assist system localization process by transferring localized strings into application strings file format
* Review and ensure data accuracy and integrity before entering it to the system
* Generate interactive program content base on customer provided resources to be used as learning modules
* Execute as Graphic Support for web and mobile applications by developing icons, mockups and web pages
* Perform as general office clerk as per manager instructed

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**PROJECTS**

* **SURGE9** – Functional & Regression testing, Graphic Support, Data Entry
* **ECHO** – Functional & Regression testing, Graphic Support
* **CISCO DISTI COMPASS** - Functional & Regression testing, Graphic Support, Data Entry
* **GRAFF RETAIL** – Program content, Graphic Support
* **ALIGN TECH** – Program content, Graphic Support
* **TAG** – Unit testing, Graphic Support
* **CLAIMIT** – Graphic Support

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**OFFICE CLERK**

***JOSE RIZAL UNIVERSITY – OFFICE OF THE REGISTRAR 2005***

* Maintained student files; sorted and filed student’s files and registration forms
* Processed transcript requests
* Answered phone calls and student’s inquiries regarding enrollment procedures, status of requests and other concerns

**ON THE JOB TRAINING**

***POEA – DOCKET AND ENFORCEMENT DIVISION*** OCT 2004 – JAN 2005

**EDUCATION**

**2001-2005** BACHELOR OF COMMERCIAL SCIENCE IN COMPUTER SCIENCE - JOSE RIZAL UNIVERSITY

**1997-2001** FRANCISCO P. FELIX MEMORIAL NATIONAL HIGH SCHOOL

**1991-1997** CAINTA ELEMENTARY SCHOOL

**PERSONAL INFO**

**AGE**: 36 years old

**BIRTHDAY**: April 29, 1984

**GENDER**: Female

**STATUS**: Single

**RELIGION**: Catholic

**LANGUAGE:** English, Filipino