

GABRIELLE CANLAS



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Portfolio link: <https://gabriellecanlas.com/>

SKILLS

- WordPress
- Elementor
- PowerAutomate
- MySQL
- HTML
- CSS
- Google Business Profile
- JavaScript
- Website Security
- SEO
- Google Analytics
- Google Search Console
- Canva

EDUCATION

LYCEUM OF THE PHILIPPINES UNIVERSITY

Master in Information Technology
2025-Present

UNIVERSITY OF SANTO TOMAS

BS in Information Technology
2019 - 2023

LYCEUM OF THE PHILIPPINES UNIVERSITY

Science, Technology,
Engineering and Mathematics
2017- 2019

PROFILE

Results-oriented Information Technology professional and current Master in IT candidate. Proven experience managing large-scale enterprise web infrastructure, consistently driving high traffic—averaging 100k+ monthly pageviews and 40k–60k active users. Skilled in technical troubleshooting, workflow optimization, and implementing robust security protocols to ensure platform reliability.

EXPERIENCE

WEBMASTER

Lyceum of the Philippines University Manila
<https://manila.lpu.edu.ph/>
<https://lpu.edu.ph/>

April 2024 - May 2026

- Website Administration:** Manage end-to-end WordPress maintenance, including core updates, hosting environment optimization, DNS management, and plugin synchronization to ensure 99.9% site uptime.
- Security & Risk Management:** Implement security hardening protocols via **Wordfence** to monitor logs, prevent vulnerabilities, and ensure site integrity.
- Search Engine Optimization:** Drive organic visibility and site growth by leveraging SEO best practices and data insights from **Google Analytics** and **Google Search Console** to sustain 100k+ monthly pageviews and 40k–60k monthly users.
- Performance Analytics:** Monitor **Core Web Vitals** and user behavior, delivering comprehensive monthly data reports to leadership using **Google Analytics**.
- Collaboration:** Work closely with the **Marketing Department**, **College Deans**, and **Department Heads** to translate institutional goals into effective web updates and digital strategies.
- Technical Support:** Troubleshoot site-wide issues and fix bugs promptly to maintain a seamless user experience for students, faculty, and stakeholders.

INFORMATION TECHNOLOGY PASSPORT Certification

Philippine National I.T. Standards (PhilNITS) Foundation