JERVIL ANGELO D. DE LEON



Curriculum Vitae | HRIS Technical Support | Cloud & Infrastructure

Makati City, Philippines | 0962 586 5208 | deleonangelojervil@gmail.com
linkedin.com/in/jervilangelo | github.com/jervilangelo | jervilangelo.github.io/de-leon-portfolio

PROFESSIONAL PROFILE

IT support professional currently in HRIS Technical Support at First Maritime Shared Services / PTC Group, with a background spanning enterprise field engineering and C# software development. Holds the AWS Certified Cloud Practitioner, AWS Certified AI Practitioner, OCI Foundations Associate and OCI AI Foundations Associate certifications, and applies them through cloud projects that are deployed, tested and documented end to end.

Project work covers serverless and event-driven design (Lambda, API Gateway, AppSync, DynamoDB Streams, SNS), network and access security (custom VPCs, security groups, least-privilege IAM, Cognito role groups), operations (CloudWatch logging and alarms, budgets, cost-aware architecture) and infrastructure as code through AWS Amplify Gen 2. Seeking a junior cloud, cloud support or infrastructure engineering role.

KEY HIGHLIGHTS

- **Four cloud certifications in 2026:** AWS Certified Cloud Practitioner, AWS Certified AI Practitioner, OCI Certified Foundations Associate and OCI Certified AI Foundations Associate.
- **Live AWS application:** built and maintain Teolohiya.site, a moderated serverless platform with server-side moderation, audit logging and role-based access.
- **Event-driven API:** designed an HRIS ticketing API with DynamoDB Streams-triggered SNS alerts, least-privilege IAM and CloudWatch monitoring.
- **Workplace automation:** replaced manual tracking of ~29 HRIS implementation templates across 9 business units with a daily Power Automate and Power BI pipeline.

TECHNICAL SKILLS

Cloud: AWS	EC2, VPC (subnets, route tables, internet gateway), Security Groups, IAM, IAM Identity Center, Lambda, API Gateway (HTTP API), DynamoDB (GSI, Streams), S3, EBS, SNS, CloudWatch (Logs, Alarms), Systems Manager Session Manager, Cognito, AppSync, Amplify Gen 2, Budgets
Cloud: OCI	Oracle Cloud Infrastructure foundations and AI foundations
Infrastructure as Code	AWS Amplify Gen 2 backend definitions (deployed through AWS CDK and CloudFormation)
Systems	Linux (Amazon Linux 2023), Nginx, Windows Server, Active Directory, VMware Workstation virtual homelab
Networking	TCP/IP, DNS, DHCP, IPv4/IPv6, VLANs, static routing
Programming & Web	Python, C#, TypeScript, Next.js (App Router), HTML, CSS, Tailwind CSS, REST-style APIs, GraphQL (AppSync)
Scripting & Tooling	PowerShell (API testing with Invoke-RestMethod), Git, GitHub, GitHub Pages
Automation & Reporting	Microsoft Power Automate, SharePoint, Excel Online, Power BI
Support & Operations	Level 1 application support, incident handling and escalation, hardware and software troubleshooting, OS installation, technical documentation, client communication

PROFESSIONAL EXPERIENCE

HRIS Technical Support
Jul 2026 – Present

First Maritime Shared Services / PTC Group | Makati City, Philippines

- Provide Level 1 support for the HR information system used by seafarers and office staff, resolving user issues and escalating complex incidents.
- Support the vendor-led HRIS implementation, including data gathering, completion of implementation templates and progress monitoring.
- Designed and built the HRIS Template Completion Tracker (see Technical Projects): a scheduled Power Automate flow that scans the SharePoint template library daily, flags files untouched for 7+ days as stale and maintains a deduplicated tracking table for a Power BI completion dashboard.
- Document procedures and known fixes to speed up the resolution of recurring issues.

Field / Onsite Engineer
May 2025 – Nov 2025

HP Service Center / Actionlabs IT Services Phils Corp | Makati City, Philippines

- Installed, repaired and troubleshot HP printers, POS systems, laptops and workstations at multiple client and partner sites.
- Performed operating system installation, hardware and software diagnostics, and incident handling in enterprise environments.
- Communicated directly with clients and partners to diagnose issues, set expectations and document resolutions.

IT Intern / C# Programmer
Jan 2024 – Jul 2024

TechFactors Inc. | Quezon City, Philippines

- Developed in C# across the front end and back end of company applications.
- Gained hands-on exposure to the full software development workflow alongside the development team.

EDUCATION

Bachelor of Science in Information Technology
2025

Major in Animation and Game Development | FEU Institute of Technology

- First programming experience through Unity and C# for interactive projects, later applied in the C# programming internship.

TECHNICAL PROJECTS

Teolohiya.site — Moderated Book-Listing Platform
2026 | Live

Next.js App Router, TypeScript, Tailwind CSS, AWS Amplify Gen 2, Cognito, AppSync, DynamoDB, Lambda, S3, IAM Identity Center, Budgets

Link: teolohiya.site

A live platform where readers across the Philippines discover Christian theological books and members list copies for sale; payment and delivery are arranged directly between buyer and seller. The production source is in a private repository, with a public case study at github.com/jervilangelo/teolohiya-repo.

Architecture

- Next.js front end on Amplify Hosting in ap-southeast-1 (Singapore), with GitHub-connected deployments, a custom domain and HTTPS; CloudFront and ACM are provisioned through Amplify.
- Cognito for sign-up, email sign-in and moderator/admin groups; AppSync GraphQL API over DynamoDB; Lambda for trusted moderation and administrative actions; S3 for book photos.
- Backend defined in Amplify Gen 2 and deployed as infrastructure as code through AWS CDK and CloudFormation.

Security and moderation

- Separate private and public DynamoDB models: listings stay private until approved, and only sanitized, approved listings are copied to the guest-readable table.
- Moderation and role changes run server-side in Lambda with audit log entries; the browser cannot approve listings or write protected fields, and moderators cannot approve their own listings.
- Optimistic locking prevents approval of stale listing revisions; photo uploads are isolated to private pending paths and publicly readable approved paths with server-side path validation, image type/size checks and submission limits.

Operations

- Serverless, usage-based services with no always-on compute or NAT gateway; AWS Budgets alerts for spending; IAM Identity Center for SSO access without long-lived keys.
- Release discipline: strict TypeScript, ESLint, production builds, Amplify sandbox testing and staged schema migrations with rollback planning.

AWS Serverless HRIS Ticketing API

Oct 2026

API Gateway (HTTP API), Lambda (Python 3.12), DynamoDB, DynamoDB Streams, SNS, CloudWatch, IAM

Link: github.com/jervilangelo/aws-serverless-ticketing-api

A serverless API for logging and tracking HRIS support tickets, modelled on real support request types, using synthetic data. Built in ap-southeast-1.

Design

- Six routes: create, list (with optional status and module filters), get, update, delete, and a summary of counts by status and module.
- On-demand DynamoDB table with a status-index GSI (status, createdAt), so status filters run as queries returning the newest tickets first instead of full-table scans.
- SLA due dates calculated by priority: Critical 4 hours, High 8, Medium 24, Low 72. Conditional updates and deletes return 404 instead of silently creating items.
- DynamoDB Streams (new image) trigger a second Lambda that publishes newly created Critical tickets to SNS for email alerts; Low tickets correctly produce no alert.

Security, monitoring and testing

- One execution role per function with only the required DynamoDB, stream and SNS actions and no resource wildcards; API throttled to 5 requests per second with a burst of 10.
- Structured JSON logs per request, one-week log retention, and a CloudWatch alarm on the Errors metric that notifies through SNS.
- Tested every route with PowerShell Invoke-RestMethod, including 400 validation errors and 404 responses; traced a generic 500 error to an empty DynamoDB key using the structured logs.
- Documented next steps: Cognito JWT authorizer, pagination, MODIFY-event alerts and an AWS SAM template for one-command deployment.

Secure EC2 Web Server

2026

EC2, VPC, Security Groups, IAM, Systems Manager Session Manager, EBS, Nginx, Amazon Linux 2023

Link: github.com/jervilangelo/secure-ec2-web-server

- Custom VPC (10.0.0.0/16) with one public subnet, internet gateway and a public route table (0.0.0.0/0 to the gateway) in ap-southeast-1.
- Amazon Linux 2023 instance with Nginx installed by a user data script; site deployed over SSH with scp and file permissions set to 644.
- Security group allowing HTTP (80) from anywhere and SSH (22) only from a single IP; an instance IAM role provides Session Manager access as a keyless alternative.
- Root account protected with MFA and daily work done as an IAM user with MFA; monthly budget with an 80% email alert; no NAT gateway; EBS snapshot as a backup.

- Resolved SSH "Permission denied (publickey)" caused by the key path, restricted the private key's Windows permissions with icacls, and separated local and server shell commands.

HRIS Template Completion Tracker 2026

Power Automate, SharePoint, Excel Online, Power BI

Link: github.com/jervilangelo/hris-template-tracker-automation-

- Replaced manual checks of ~29 HR data-collection templates across 9 business units with a scheduled cloud flow that recursively scans the document library daily, with pagination enabled.
- Derives business unit and category from file paths, computes days since last modification, flags files as stale after 7 days and converts UTC timestamps to local time.
- Upserts one row per file keyed on its full path, so re-runs update rows instead of duplicating them; fixed a silent-skip bug by running the next step after the lookup succeeds or fails.
- Power BI measures completion against the templates each business unit actually uses; source files are only ever read, never modified.

ECCM Church Website 2026

HTML, CSS, JavaScript, GitHub Pages, custom domain, DNS

Link: ecc-manila.org

- Six-page responsive website for Evangelical Covenant Church Manila, a nonprofit church, with a configured custom domain, sitemap.xml, robots.txt, favicons and a web manifest.

Personal Portfolio Website 2026

HTML, CSS, JavaScript, GitHub Pages

Link: jervilangelo.github.io/de-leon-portfolio

- Multi-page portfolio documenting projects, architecture write-ups, certifications with verification links, and career history.

CERTIFICATIONS & TRAINING

Certification	Issuer	Year
AWS Certified Cloud Practitioner	Amazon Web Services	2026
AWS Certified AI Practitioner	Amazon Web Services	Jul 2026
Oracle Cloud Infrastructure Certified Foundations Associate	Oracle	2026
Oracle Cloud Infrastructure Certified AI Foundations Associate	Oracle	2026
Google IT Support Professional Certificate	Google (Coursera)	Feb 2026
Google System Administration and IT Infrastructure Services	Google (Coursera)	Feb 2026
Networking Basics	Cisco Networking Academy	Jan 2026
Autodesk Certified User: Maya	Autodesk	Nov 2023
NDG Linux Essentials	Cisco Networking Academy	2023
CyberOps Associate	Cisco Networking Academy	Nov 2022
CCNA: Switching, Routing, and Wireless Essentials	Cisco Networking Academy	Apr 2022
Information Technology Specialist: Databases	Certiport (Pearson VUE)	Jan 2022
CCNA: Introduction to Networks	Cisco Networking Academy	Dec 2021

Verification links for each credential are listed at jervilangelo.github.io/de-leon-portfolio/certifications.html

References available upon request.