REPHEL PAUL MANASAI S

Project Co-Ordinator

CONTACT

- +91 988 423 7623
- rephelpaulmanasai@gmail.com
- Pallavaram, Chennai
- www.strangerephel.com
- rephel-paul-manasai
- github.com/rephel-0101

EDUCATION

2020 - 2023
LOYOLA COLLEGE

- Bachelor of Science in Statistics

TECHNICAL PROFICIENCIES

- **Content Management Systems (CMS):** WordPress, Webflow
- **Project Management:** Basecamp, Codewise, IRMT
- **Web Development Technologies:** HTML5, CSS3, JavaScript
- **Programming Languages:** Python, Java, PHP, C, C++, R
- **Frameworks & Libraries:** React.js, Node.js, Express.js, Django, Spring, Bootstrap, jQuery
- **Version Control:** Git, GitHub
- **Databases:** MySQL, MongoDB, PostgreSQL, SQL Server, Oracle
- **UI/UX Design Tools:** Figma, Photoshop, Canva, Adobe XD
- **Data Science Libraries:** NumPy, Pandas, Matplotlib
- **ML Frameworks:** TensorFlow, Scikit-learn, Keras
- **AI Tools:** ChatGPT, Claude, Blackbox, Flux

PROFILE SUMMARY

A proactive and organized Project Coordinator with extensive experience managing diverse technical projects. Skilled in coordinating resources, schedules, and cross-functional teams to deliver projects on time, within scope, and according to high-quality standards. Possesses a strong technical background, combined with excellent organizational and communication skills, to effectively liaise between technical teams and stakeholders.

WORK EXPERIENCE

Vyinger Inc   JULY 2023 - PRESENT

Project Coordinator & WordPress Web Developer

- Led coordination of over 10 web development projects, managing project activities, resources, and timelines to ensure successful completion. Maintained open communication between development, QA, and support teams, as well as clients and stakeholders, ensuring clear updates on progress and objectives.
- Implemented Agile methodologies to streamline workflows, monitor project progress, and address potential delays or issues, contributing to improved efficiency and on-time project delivery.
- Acted as a key liaison between technical teams (Development, QA, and Support) and clients, facilitating effective communication to align project goals, expectations, and updates. Regularly conducted project meetings to track progress and follow up on action items.
- Managed project documentation, including scheduling, task tracking, and reporting, ensuring deadlines were met and resources were allocated efficiently.

CSC Computer Education, Pallavaram Centre

Full Stack Web Developer Intern & Technical Trainer   DEC 2020 - JULY 2023

- Assisted in developing and maintaining web applications using HTML, CSS, JavaScript, and various frameworks such as React and Node.js.
- Participated in the design and implementation of front-end and back-end features, including API integrations and database management.
- Collaborated with senior developers to troubleshoot and resolve technical issues, ensuring application functionality and performance.
- Conducted training sessions, seminars, webinars and workshops for School & College Students

REPHEL PAUL MANASAI S

Project Co-Ordinator

CERTIFICATIONS

2019 - 2020
CSC COMPUTER EDUCATION

- Diploma in Full Stack Python Developer

2018 - 2019
CSC COMPUTER EDUCATION

- Honor's Diploma in Computer Education - Programming

SKILLS

- Project Management
- Web Development
- Team Collaboration
- Time Management
- Resource Allocation
- Client Communication
- Agile Methodologies
- Quality Assurance
- Mentoring and Training
- Resource Management
- Risk Management
- Wireframing and Prototyping
- Conflict Resolution
- Plugin Integration
- Content Management
- Version Control
- Performance Management
- Strategic Planning
- Adaptability

LANGUAGES

- English: Fluent
- Tamil: Fluent
- Hindi: Intermediate
- French: Basics

WORK EXPERIENCE

New Fashion Factory

Digital Marketing Intern   Aug 2020 - Nov 2020

- Managed social media accounts, including content creation, scheduling posts, and engaging with followers to build a strong online presence.
- Conducted market research and analyzed trends to identify target audiences and optimize marketing campaigns.
- Supported the creation of email marketing campaigns, including drafting content, designing templates, and analyzing performance metrics.

PERSONAL PROJECT

Event Registration Website

- Developed a fun games Event Registration Website using HTML5, MySQL, and PHP, with online web hosting. This platform efficiently manages student registrations for time-constrained games, offering seamless user interaction and event tracking.

Text Based Search Engine

- Developed a text-based search engine using Python and JSON. The search engine is designed to index and search through a collection of documents or data entries stored in JSON format. The goal is to create a functional search tool that can quickly retrieve relevant information based on user queries.

User Login and Registration System

- Developed a user login and registration system using HTML, CSS, MySQL, and PHP. The system provides a secure way for users to create accounts, log in, and manage their profiles, with all user data stored in a MySQL database.

Job Application Portal Using Django with Email Confirmation

- Created a Job Application Portal using Django, a powerful Python-based web framework. The portal allows job seekers to apply for jobs, and receive confirmation emails upon successful application submission. This project is designed to streamline the job application process for applicants with interview date

Mini Projects using Java Script

- **Sharing Business Location via WhatsApp** - The project utilizes the WhatsApp API to generate a pre-formatted message containing the location details. This message can then be shared with contacts via WhatsApp.

- **Login Validation** - The goal is to validate user inputs on the client side before submitting the login form to the server.