

**Contact Info**

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**Online Jobs.ph Profile:** <https://www.onlinejobs.ph/jobseekers/info/380251>

**Personal Particulars**

**Age:** 41

**Date Of Birth:** 12-26-1981

**Nationality:** Filipino

**Gender:** Female

**Marital Status:** Married

**County:** Philippines

**Educational Background**

**Field Of Study:** Mass Communication

**University:** University of Mindanao

**Status:** College Level

## **Work Experience:**

**Company:** **QS Digital Solutions**

**Industry:** Digital Marketing Service

**Role:** HR, Admin, Researcher, Lead Generation, Link Builder, Personal Assistant

**April.21,2017 - April.21,2022**

**Company** **First Gen**

**Industry:** Perfumes / E-commerce

**Role:** Customer Representative & Appointment Setting

**Jan. 3, 2019 - Jan. 3,2020**

**Company:** **Web World Marketing Express**

**Industry:** Digital Marketing Service

**Role:** Customer Service Representative, Sales Representative, HR

**May.3,2015 - May.3,2016**

## **Experience with technology & tools**

1. Slack
2. Asana
3. ClickUp
4. Clockify
5. Toggle
6. Bark.com
7. Semrush
8. Ahrefs
9. Majestic
10. Moz
11. Calendy
12. Hubspot CRM
13. PandaDoc
14. BrightLocal
15. Voip
16. GSUITE
17. Pipedrive CRM
18. Dialpad
19. Go High Level

20. 8x8

21. openphone.com

**OBJECTIVE** - To associate with a progressive company that gives me scope to update my knowledge and skill, and be a part of a team that dynamically works towards the growth of the company and self.