

# Keziah Margaux M. Remojo

Senior Tutor Evaluator

---

Pampanga, Philippines

remojomargaux@gmail.com

09694074655

## Education

**NATIONAL UNIVERSITY - MANILA**

**MAY 2019**

*Bachelor of Arts in English Language*

Cum Laude

Consistent Dean's Lister

Academic Scholar

## Work Experience

**Senior Tutor Evaluator**

**SEPTEMBER 2019 - OCTOBER 2025**

*RareJob Philippines, Inc.*

- Coordinated tutor evaluation schedules
- Assessed ESL tutors' online teaching performance
- Led team training sessions
- Developed and refined training materials
- Designed evaluation and assessment tools
- Resolved client concerns professionally
- Supervised daily team operations and provided feedback
- Managed and updated evaluation database
- Created and presented monthly performance reports

**Online English Tutor (Part Time)**

**SEPTEMBER 2019 - SEPTEMBER 2025**

*RareJob Philippines, Inc.*

- Conducted English lessons to Japanese students
- Provided constructive feedback on the students' English skills

**Graphic Designer (Part Time)**

**JUNE 2024 - PRESENT**

*Freelance*

- Creates and edits content for social media (graphics, videos, copy)
- Designs visuals for posts, ads, and branding using Canva
- Produces video content with effects, transitions, and captions for Reels, Shorts, and Stories
- Writes engaging captions to boost audience interaction
- Plans and manages weekly/monthly social media calendars
- Keeps up with trends and digital marketing best practices

**Barista (Part Time)**

**MAY 2018 - JUNE 2019**

*Rustan Coffee Corporation*

- Trained as a Coffee Master
- Greeted and connected with customers
- Took and prepared food and beverage orders
- Crafted high-quality Starbucks drinks
- Maintained cleanliness and store upkeep
- Led coffee tastings for staff and customers