

Keziah Margaux M. Remojo

Senior Tutor Evaluator

Pampanga, Philippines

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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