

SKILLS

- Self-publishing Print & Digital
- Lead Generation
- Content Creation
- Graphics Design
- Publishing & Marketing
- Inbound & Outbound Sales
- Adobe, Canva, Figma, Shap3D
- TALL & MERN Stack WebDev
- DigitalOcean Cloud Server Mgmt
- Proficient in CRM & ERP Config
- Transcription
- Forex Trading
- MQL4 Coding

CONTACT

- 292 Villa Caimito St. Inayawan, Cebu City, Philippines, 6000
- donvenancioiii@gmail.com
- +639 77 600 0971
- in Venancio (Don) Castillo Jr

EDUCATION

University of Cebu - Main Campus BSED English -Language & Literature, 2016

- Passed BPLET Nov of 2016
- Working scholar of Registrar's Office
- Valuable member of the Prolific Organization of English Majors.

WORK EXPERIENCE

Entrepreneur - School & Office Supply and Forex Trading October 2023 - Present

- Launched and currently operate a retail business providing school and office supplies to local institutions and government clients.
- institutions and government clients.
 Manage end-to-end business operations: procurement, sales, logistics, and client relationship management.
- Simultaneously trade Forex, applying market analysis strategies for short-term and swing trades, and optimizing risk-reward scenarios.
 Developed automated trading systems to improve
- Developed automated trading systems to improve consistency and efficiency in financial decisionmaking.

Better Bound Advertising - Chief Operations Officer November 2020 - September 2023

- As Chief Operations Officer (COO), I led the operational backbone of Better Bound Advertising, managing digital marketing campaign execution, resource allocation, and interdepartmental coordination.
- My work focused on driving business improvements, ensuring service quality, strengthening client relationships, and adapting processes in a fastpaced digital environment.

Nissan Gateway - Marketing Specialist February 2020 - October 2020

Toyota - Marketing Specialist July 2019 - January 2020

Honda Cebu - Marketing Specialist July 2017 - June 2019

- Advised clients on car models, financing, and aftersales services.
- Facilitated negotiations and sales closings while building long-term client relationships.
 Delivered outstanding customer experiences
- Delivered outstanding customer experiences through product expertise and responsive communication.

English Second Language Instructor October 2015 - May 2017

- Taught Creative Writing and ESL to students from diverse backgrounds.
- Designed engaging lesson plans and course outlines to simplify complex concepts and improve learning outcomes.