



John Luis De Jesus

Virtual Assistant

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Website (Portfolio):

<https://johnluisdejesus51.wixsite.com/personal-portfolio>

Skype:

John Luis De Jesus

Skills

- Java
- Python
- HTML/CSS
- Adobe Photoshop
- Google Sheets, MS Excel, Word, & Powerpoint
- Product Marketing
- Android Studio
- Canva

Language

- English (Proficient)
- Filipino (Native)

Experience

February 2021-July 2023

Takealot.com South Africa

Product Lister

I worked for two years and six months at Takealot as a product lister. Takealot is an e-commerce site and the biggest e-commerce site in South Africa. As a product lister, below are some of my primary responsibilities:

- I make our products the best among competitors.
- I also trained five of my colleagues to be effective product listers.
- I handle multiple stores, making our products appear first when searching for them.
- I also organized some products in spreadsheets, placed competitors, and identified product prices that needed to be changed.
- Utilizing Adobe Photoshop for the pictures that need to be uploaded and listed.

Education

2015-2019

Junior Highschool

Lady Of Rose Academy Inc

2019-2021

Senior Highschool: Information Communication and Technology

STI College Calamba

2021-Ongoing

College: Bachelor of Science in Computer Engineering

STI College Calamba

Reference

Jeremiah De Jesus

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