KENNETH ABENOJA

Virtual Assistant

About Me

Hello, my name is Kenneth Abenoja, and I am a dedicated virtual assistant with a strong work ethic. I possess the ability to generate solutions quickly and elegantly, making me an efficient problem-solver. Whether working independently or in a team, I have successfully managed projects, showcasing my organizational skills and commitment. With a positive attitude and excellent communication skills, I am well-equipped to contribute effectively to any task or project.

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🏠 Prk. 3, San Vicente Panabo City

RELEVANTS LINK

- LinkedIn: Kenneth Abenoja
- Portfolio: KennethKnows

EXPERTISE

Skill	Level
Graphic Design	80%
Market Research	80%
Customer Service Rep	80%
Appointment Setter	60%
Data Lead Prospecting	60%
Web Developer	50%

EXPERIENCE

Rooche Digital
- **Web Developer**

December 04 2023 - February 09, 2024

Creating/enhance Front-end design and Maintaining the security of the Website.

KodeGo
- **Web Development (Boot Camp)**

July 03, 2023 - September 25, 2023

Creating website from scratch, maintaining the website and, creating design.

WELA School System
- **Digital Marketing Intern**

January 15, 2023 - April 28, 2023

Video and Photo Editing using Canva, Handling Social Media like Facebook, Instagram, Tiktok, and Remote task manager.

iQor
- **Customer Service Representative**

December 2021 - May 2022

Answering customer concerns and solving issues.

African Ubura
- **Lead Prospecting (HubSpot)**

July 2021 - January 2022

Sending Emails, Prospecting clients, and Graphic Design

Lions Financial Group
- **Appointment Setter (Merchant Cash Advance)**

December 2020 - August 2021

Appointment setting, Cold calling, and prospecting clients.

SKILLS SUMMARY

Web Development	▬▬▬▬	62%
Project Management	▬▬▬▬	65%
Design Process	▬▬▬▬	68%
Testing & Debugging	▬▬▬	63%
Teamwork Collaboration	▬▬▬▬	75%

PROJECT EXPERIENCE

KodeGo - Full-Stack Web Development Bootcamp (Fitfinity)

- Tools Used: ReactJS, NodeJs, and Xammp
- Create a website that contains physical fitness and good health.

KodeGo - Full-Stack Web Development Bootcamp (Yra Beauty Salon)

- Tools Used: HTML, CSS, and Javascript
- Create a website that contains services it provides to enhance the appearance and well-being of its customers.

KodeGo - Full-Stack Web Development Bootcamp (LAKWATSA)

- Tools Used: HTML, CSS, and Bootstrap
- Creating a website that promotes my beloved City. Showcasing the beautiful places and food delicacies.

EXPERIENCE

Blue Logic Solution Inc
- **Market Researcher/Virtual Assistant**

June 2020 - November 2020

Prospecting client, Survey, and Data entry.

51 Talk
- **ESL Teacher**

August 2019- April 2021

Teaching Chinese students to enhance their skills in speaking, writing, and understanding the English language.

CERTIFICATIONS

KodeGo Certification

Computer Hardware Servicing NC II

EDUCATION

KodeGo Bootcamp

Full-stack Web Developer Bootcamp

Davao del Norte State College
S.Y 2022 - 2023

BSIT - Bachelor of Science in Information Technology

University of Mindanao Panabo College
Senior High School - TVL Strand
S.Y 2017 - 2018