

JEEVE LYN LUNZON



Profile

To build a stable entry level career making use of my excellent communication skills and versatility. In addition, to render my service to an industry I could grow professionally and hone my skills and knowledge for better performance.

Contacts



+63 951 240 0805



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Catugasan, Dampas
District, Tagbilaran City,
Bohol, 6300

Skills

Language:

- English

Interpersonal:

- Great Communicator
- Positive Approach to Criticism
- Keen attention to detail

Computer:

- Microsoft Office Word
- Social Media Management
- Photo Editing (Canva and Pixlr)
- Video Editing (Filmora and VLLO)

Education

2021 to 2022

Undergraduate

Bachelor of Science in Information Technology

Bohol Island State University- Balilihan Campus

2019 to 2020

Senior High School

Science Technology, Engineering and Mathematics

Holy Name University

2014 to 2019

Junior High School

Holy Name University

2008 to 2014

Elementary

Dampas Elementary School

Experience

2020 to 2022

Freelance Social Media Manager

Lumiere Skin Vitals ,Vitabella Coffee Shop, and Uprise Enterprise

- *Developing marketing strategies to increase followers*
- *Producing and creating good content*
- *Reviewing analytics and insights*
- *Facilitating customer service.*

Training

- 2022

Keller Williams Command Basics Training

Real Estate 101, Introduction to KW Command, Contacts, Designs and Campaigns