Exequel James D. Pateres c-10 San Lorenzo, Tisa Labangon Cebu (340) (424-4219) 09236408736

OBJECTIVE:

Seeking to join the creative team at an industry-leading company where I can apply my diverse design skill set and graphic arts background.

QUALIFICATIONS:

- Substantial experience and outstanding skills in graphics and design.
- Accustomed to working in fast-paced environments with the ability to think quickly and successfully handle difficult clients.
- Excellent interpersonal skills, ability to work well with others, in both supervisory and support staff roles.

RELEVANT SKILLS

- Microsoft Applications
- Adobe Suite (InDesign, Illustrator, Photoshop, Acrobat, Flash)

Education:

University of San Carlos *March 2010*College Graduate
Bachelor of Fine Arts Major in Advertising Arts

Experience

Customer Services Specialist Sirius-xm, Stream Global Services *May 2012 – Jan 2013*

- Assist customers with billings.
- Scheduling in-home services via online interface.
- Answer telephone inquiries from customers and stores regarding the status of units.
- Up sell satellite radios, plans and service packages.

Financial Advisor CITI Bank, Convergys Dec 2011 - May 2012

- · Advising clients on financial matters.
- Balance transfer credits and checks.
- Compiling data for financial reports and credit card insurance.
- Assist customer for balance inquiry and billings.

Subject Matter Expert Experian, Aegis People Support *Jan 2011 – Dec 2011*

- Part of the Pilot Team(Product Initiative Team)
- Assist representative on up selling packages on credit scores and credit reports.
- Lead a work-group with the need for specialized knowledge in retention.

Travel Specialist / Tier II Expedia, Aegis People Support
July 2010 – Jan 2011

- Provide the service of making all travel arrangements from mode of transportation to the smallest details.
- Provide clients with advice on how to plan the best trip to suit their needs.
- Have intimate knowledge of what various airlines, hotels, resorts, and other travel industry services have to offer, able to convey my opinions to customers.
- Assist customers in booking and cancelling flight and hotel reservations.

Graphic Designer Impact one / Papicture Studio
June 2009 – July 2010

- Selected as one of three graphic designers for picture editing and coffee book layouts.
- Assisted with the development of advertising, marketing collateral, printed materials, and web graphics
- Presented ideas in weekly brainstorming sessions for new project development.
- Assisted with ad hoc projects involving web design, digital and print communication, and photography

REFFERENCE:

Jan Ray Iso Operation Manager Savvy Sherpa 09179937285

Rowanda Cabiso Trainer Experian, Aegis People Support 09333924797

Eugene Cabansay Sales Coach Experian, Aegis People Support 09223547646