

Rosamie Aquino

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Education

Commercial Fundamentals Certificate

Brigham Young University–Idaho

Apr. 2023

Rexburg, Idaho, U.S.A.

- Visualize data using Excel spreadsheets
- Business & leadership skills
- Social media marketing
- Customer-focused sales skills
- Public speaking
- Relationship building

PathwayConnect Certificate

BYU–Pathway Worldwide

Dec. 2020

U.S.A.

- English language speaking & writing
- Online teamwork & collaboration
- Leadership & time management
- Decision making & problem solving
- Mathematical reasoning
- Effective communication

Experience

Fundraising Coordinator

Habitat for Humanity Philippines

Jan. 2020 – Current

Makati, Philippines

- Managed social media marketing and planned calendar for 5+ channels on social media
- Developed relationships with key stakeholders to boost new user signups by 42%
- Prepared financial reports in Excel to inform decisions, resulting in 30% increase in fundraising revenues
- Created spreadsheets to interpret and communicate survey results, receiving praise for contributing to more informed decisions
- Engaged with online community, processing 100+ messages, comments, or emails per day

Community Volunteer and Homemaker

Self-employed

Jul. 2012 – Dec. 2019

Makati, Philippines

- Led fund-raising efforts for community orphanage, funding it for 2 years
- Organized a community support group, pairing 10 expectant mothers with birthing partners
- Coordinated logistics of household of 5 people of all ages, resulting in sustained good health, development and academic progress

Full-Time Volunteer Representative

The Church of Jesus Christ of Latter-day Saints

Jun. 2010 – Dec. 2011

Salt Lake City, UT, U.S.A.

- Coordinated work of 10 volunteers, increasing call-back visits by 10% in 2 months
- Trained 3 new volunteers in prospecting, networking, communication and leadership, who went on to become leaders in organization
- Became proficient in English language, speaking to over 100 visitors per day

Skills

- Attention to detail
- Compassionate and service oriented
- Fast-paced decision making
- Proficient in Excel and Microsoft Office
- Teamwork & collaboration
- Social media marketing expertise