



LIBARNES, MERCY DANILYN

Dani

CONTACT



091853049852



libarnesmercydanilyn@gmail.com



405 Velasquez Ave. San Francisco, Mabalacat City
Pampanga

EDUCATION

2012 - 2017

Holy Angel University

- Bachelor Degree of Marketing and Business

2008- 2012

Saint Anthony College of Technology

- Secondary Education

2016-2017

On Job Training at Savers Mall

- Marketing Admin

SYSTEMS

Magento 2 Administrator
Neto

Bigcommerce

Canva

Photoshop

NAV

RMS (Invoice/Credit notes)

Xero (Approving Invoices)

Advance knowledge in Excel

IPMT

VS Code

Street Pricer Tool

Catch of the Day

EXPERIENCE

2022- present

Intellegencia BPO

- Magento Administrator
- Uploading Images (Canva)
- Store Hours Update thru NAV (VS HTML Code)
- Managing the categories
- Product Listing
- Category Set up
- School Banner

2022

Black Edge Digital

Brand Specialist

- Managing day to day store operation.
- Product listing
- Stock Report
- Product Analysis (IPMT)

2017-2022

MDM Systems Inc.

Managing day to day store operation.

- Competitor Analysis using Streetpricer Tool.
- Product listing
- Basic Photoshop (White background)
- Order processing for both eBay and website
- Invoice/Credit notes
- SKU Code creation (RMS)
- Approving Invoices in Xero
- Customer data entry (Website Registrations)
- Customer service for both eBay and website (Phone and Email)
- Account's reconciliation in Xero
- eBay feedbacks, and Enquiries
- Updating tracking information
- Creating suppliers
- Processing voucher orders
- Coordinating to the store manager and suppliers

2015-2016

IQOR

Customer Service