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CONTACT

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- Davao, Philippines



SKILLS

- I specialize in SEO, focusing on building links and generating leads.
- I am a Pitchbox Certified Outreach Manager.
- I have over 10 years of practical experience with ethical link building methods.
- I am skilled in finding contacts, reaching out, managing emails, and reporting on links.
- I have experience using tools such as Pitchbox, BuzzStream, Instantly, and Mailshake.
- I also use SEO tools like ahrefs, Moz, Semrush, and Majestic.
- I understand how to analyze backlink profiles, research competitors, and plan keywords.
- I know about working with content creators, writing guest posts, and negotiating with publishers.
- I can work with content writers and finance teams to coordinate articles and payments.
- I pay close attention to details, focusing on getting good links and helping SEO grow over time.

LAVINA JANE JACILDO

SEO LINK BUILDING

WORK EXPERIENCE

Link Building Expert | 2016-Present

- Offer virtual assistance specializing in data entry, lead generation, lead verification, mailing list development, market research.
- Offer reporting and link-building services to SEO
 Managers by working through a list of prospect websites,
 assessing their suitability/relevancy, obtaining suitable
 contact details and then sending a customized email to
 secure the link.
- Manage inbox, respond to queries, follow up potential prospects, negotiate on rates, schedule payment requests, and report verified links.
- Using various SEO tools including Pitchbox, Buzzstream, Ahrefs, Moz, Hunter.io, etc.
- Keep up to date with SEO strategies while providing insights and ideas for improving solution offerings.

RareJob Philippines, Inc. | 2011-2016

An online English school offering English lessons to

Japanese students and professionals. Tutors and students alike are home-based, and lessons are conducted via Skype. Typical activities include planning, preparing and delivering lessons to individuals, carrying out assessments of students' needs, planning schemes of work, producing teaching materials and adapting existing materials, assessing students' progress and keeping record.

EDUCATION

AMA Online Education

Bachelor of Science in Information Technology 2021 - 2022

Central Philippine University

Bachelor of Science in Nursing 2004 - 2008

Ateneo de Iloilo

Primary & Secondary Education