

JOSHUA VERGEL T. SCALERCIO

DIGITAL MARKETING | SEO | VIRTUAL ASSISTANT | WEB DEVELOPER

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Digital Marketing and Web Development Professional with expertise in SEO, Web design, and virtual assistance. Skilled in optimizing online presence, enhancing user experiences, and managing digital projects to drive growth. Passionate about leveraging technology and creativity to develop intuitive solutions while staying adaptable to evolving industry trends.

AREA OF EXPERTISE

Marketing
Web Design

SEO Optimization
Visual Design

Accessibility
Responsive Design

KEY ACHIEVEMENTS

- Built responsive, user-friendly websites for small businesses, resulting in enhanced online presence and client satisfaction.
- Managed and optimized digital marketing campaigns, leading to a 20% increase in customer engagement.

PROFESSIONAL EXPERIENCE

Project Manager Intern, Jairosoft

Feb 2025 - April 2025

- Facilitated communication between interns and senior management, providing guidance and a productive learning environment.
- Led and coordinated internship projects at Jairosoft, ensuring alignment with company objectives.

Marketing Assistant, Indeed

Jan 2021 - Feb 2022

- Led development of an advanced automation system, achieving a 15% increase in operational efficiency.
- Streamlined manufacturing processes, reducing production costs by 10%.

Virtual Assistant, Upwork

Sep 2020 - Oct 2021

- Managed internship projects for a US-based client.
- Maintained project documentation and reports.

EDUCATION

Bachelor of Science in Information Technology

Holy Cross of Davao College

- Web Design and Project Management.
- Develops and maintains digital systems and applications

ADDITIONAL INFORMATION

- **Languages:** English, Filipino
- **Certifications:** CSS, JavaScript and PHP Stack Course, WordPress Website Course, Responsive Web Design
- **Awards/Activities:** PSITS-RXI Programming Competition (2023)