

STAR [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



OBJECTIVES: To earn a living, develop my abilities and skills, become a successful and productive person and contribute to the growth of your company by becoming part of it.

PERSONAL BACKGROUND:

Birth Date : [REDACTED]
Age : 24 years old
Gender : Female
Height : 5'2"
Weight : 42 kgs.
Civil Status : Single

SKILLS:

- Have a good communication skill
- Problem solving skills
- Have a collaborative cooperation and interpersonal skill
- Computer literate
- Possess leadership and teamwork skills
- Willing to work under pressure.

EDUCATIONAL BACKGROUND:

TERTIARY Bachelor of Science in Business Management
Major in marketing Management
[REDACTED]
[REDACTED]
2018-2022

SECONDARY Accountancy, Business and Management
[REDACTED]
[REDACTED]
[REDACTED]
2016-2018

[REDACTED]
[REDACTED]
[REDACTED]
2012- 2016

PRIMARY

[REDACTED]
[REDACTED]
2006- 2012

WORK EXPERIENCE:

[REDACTED]
[REDACTED]
Work Immersion
2018

Job description:

- Handle the client's files
- Rearranged the organization's ledger

[REDACTED]
[REDACTED]
On-The-job Training
March-June 2022

Job description:

- Client sourcing and create leads
- Coordinate with the accounts team about the client's response
- Reach the clients through emails and SMS
- Meeting the clients and attend their queries and concerns.

[REDACTED]
[REDACTED]
Marketing Officer
August 2022- February 2023

Job description:

- Attend the client's inquiry regarding units or houses
- In charge to marketing materials for promotion
- Generate sales activities
- Collecting data on consumers and competitors

[REDACTED]
[REDACTED]
[REDACTED]
February 2023- Present

Job description:

- In charge of customer service and attend clients queries through email
- Support the marketing team in planning promotions posted in social media
- Handling sales for every event specifically ticket sales
- In charge of permits for the upcoming events
- Conducting market research and analyzing the consumer's behavior.

CHARACTER REFERENCES:

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

I hereby certify that the above information is true and correct to the best of my knowledge and belief.

[REDACTED]