


KERSTEIN KYLE VIOLON

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CAREER OVERVIEW

A goal-driven and self-motivated information technology college undergraduate with proven and improving computer literacy and communication skills, and strong work ethic eager to work in social media management and field.

EDUCATION

Senior Highschool

Saint Michael's School of Padada |
2020-2021

Undergraduate in Bachelor of Information Technology

UM Digos College | 2022-Present

EXPERIENCE

Social Media Manager (Full Time)

Online | November 2024 - present

- Manage Facebook posts (travel contents) and market to various groups
- Reach customers and respond to inquiries and bookings
- Send schedule updates and important travel details to customers

CERTIFICATIONS

- 2022 DICT Navigating
- Google Workspace
- 2022 DICT Designing
- Presentation Slides
- 2022 Microsoft Productivity Tools

SKILLS

- Basic computer literacy skills
 - Organizational skills
 - Scheduling skills
 - Time-management skills
 - Verbal and written communication skills
 - Designing skills
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