

DAWN CYNEL NGUJO

Wordpress Specialist

<https://dev-dawncynel.pantheonsite.io/>

About Me

I am a Virtual Assistant whose goal is to help my clients achieve the business success they desire. I am a hardworking and dedicated employee. I am also an open person who is eager to try new things that will help me improve in my job and contribute to the success of my client's businesses



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Lapu-Lapu City, Cebu, Philippines

LANGUAGE

- English
- Tagalog
- Bisaya

EXPERTISE

- Web / Web Developer
- Website Design
- Video Editing (Filmora)
- Canva
- Basic Coding Using Html and Css.
- Page Builder

EXPERIENCE

Call Center Agent Best Support Solution 2018 - 2019

As a call center agent, you likely handled both incoming and outgoing calls related to health insurance. This could involve assisting customers with inquiries, claims, policy information, and other insurance-related matters.

Lola Nelly's Restaurant Waiter 2019 - 2020

"As a waiter at Lola Nelly's restaurant, I've learned how to handle pressure and manage the needs of every customer I strive to work professionally, offering courteous and attentive service to each customer."

WORDPRESS SPECIALIST - FREELANCE April 20, 2021 - Present

As a Wordpress Specialist specializing in WordPress development and page builders, I excel in crafting visually stunning, user-friendly websites tailored to meet clients' unique needs. Leveraging my expertise in WordPress and intuitive page builder tools, I bring concepts to life with precision and creativity.

EDUCATION


Cordova Public College


Bachelor of Hotel Restaurant and Management
2018 - 2019

Eugenio V. Amores Memorial High School

Canmano, Sagbayan Bohol 2012 - 2013

SKILLS SUMMARY

Wordpress Specialist  95%

Website Design  85%