



IRENE DAWAL

HYBRID SMM

I am hardworking, passionate, open, honest, and fair individual who is confident in my ability to face challenges and complete tasks efficiently.

• CONTACT



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Legazpi, Albay, Philippines

• SKILLS

Social Media Mktg. ★★★★★

Admin Tasks ★★★★★

Graphic Design ★★★★★

Facebook Ads ★★★★★

Recruitment ★★★★★

• INTEREST

Photography

Volunteering

• EDUCATION

2011-2014

BS IN COMPUTER PROGRAMMING

2007-2011

OROSITE HIGH SCHOOL

1998-2005

SAN ROQUE ELEM.SCHOOL

• EXPERIENCE

2019-2021 [INOVIDER SOLUTIONS]

SOCIAL MEDIA MANAGER | CHAT SUPPORT

- Posting , answering inquiries and monitoring other social media accounts

2022-2023 [JEFF'S KITCHEN]

SMM | GRAPHICS | CHAT SUPPORT

- Creating contents, posting and answering inquiries

2021-2023 [VITAL SOLUTION PARTNERS]

SMM | GRAPHICS | EXECUTIVE ASSISTANT

- Creating contents, posting, recruitment and also doing administrative tasks