



MARJORIE VENENOSO

Virtual Assistant

With a total of 6 years of experience in telecommunications customer service, productivity, sales, technical and service quality across multiple environments. Reliable support specialist that blends advanced organizational, technical, and business acumen.

CONTACT

09541750254
mjven02272998@gmail.com

EDUCATION

Rizal Memorial College
Bachelor of Elementary Education
2019

SKILLS

Event Planning
Communication
Calendar Management
Time Management

WORK EXPERIENCE

● Social Media Manager

October 25, 2022- April 30, 2024

- Managed CRM Database, including troubleshooting, maintenance, updates and report generation
- developing strategies to increase followers, creating and overseeing social campaigns, producing content, reviewing analytics, and communicating with key stakeholders in a company

● Customer Service Representative

2018-2022

- Addressed and answered customer concerns.
- Responsible for gathering, assembling, and analyzing information and data from a wide variety of sources
- Consulted and advised clients on service solutions

● Reference

Julina Abdurasid

Friend

Customer Service Representative
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