

# Reyshei Pama

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## SUMMARY

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With my strong experience, I've handled 100 to 300 customers daily and managed cash and checks from P100,000 to P2 million. I'm familiar with processing tax payments, including BIR forms like 2307. I also have skills in video editing, Digital marketing, graphic design, creating social media content and ads. Along with this, I'm experienced in data entry, cash handling, customer support, and accounts payable. I work well in busy environments, paying close attention to details and delivering great customer service.

My previous work experience has handled 3 clients in the past which is Only fans editing videos, Graphics design and photo editing, and Video Editing. My tools are Adobe lightroom/Photoshop. Capcut and canva. In graphic design and video editing to promote company services effectively on social media. Skilled in creating engaging content that supports social media marketing efforts and enhances brand presence. Editing videos for social media to connect people with disabilities, enhance their quality of life, and promote inclusivity in the fitness industry. and lastly I have experience editing real estate photography, enhancing image colors to make properties stand out.

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## EXPERIENCE

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### Photo Editor

#### List Simple

December 2024 - December 2024, USA

- Editing real estate photography, enhancing image colors to construct properties stand out. HDR Photography- Any size property. Includes an unlimited number of photos from a single shoot. Stunning HDR photos of every relevant space and all key property features. We supply an abundance of images/angles so that you can create powerful Marketing content. Blue Sky Guarantee - No more overcast and rainy days! If it isn't a beautiful clear day for your appointment, we'll update all exterior photos to include a stunning blue sky. Virtual Twilight - No matter what time of day we shoot, we'll enhance up to 6 of the exterior photos (we pick the best ones!) to create striking twilight/dusk images.

### Video Editor

#### Weflex

August 2024 - November 2024, australia

- Utilized Final Cut Pro to optimize video content specifically for social media platforms, focusing on promoting wellbeing and accessibility for people with disabilities.

Weflex Editing videos for social media to connect people with disabilities, enhance their quality of life, and promote inclusivity in the fitness industry.

### Graphic Designer

#### T Love Home Care Consulting

August 2024 - November 2024, USA

- Experienced in graphic design and video editing to promote company services effectively on social media.
- Skilled in creating engaging content that supports social media marketing efforts and enhances brand presence.

### Trans Pilipinas/Davao light

#### Teller

July 2023 - August 2024, Philippines

- I can cater customers 100 to 300 per day. Receiving Cash and Checks more than one hundred thousand to Two Million. Processing Tax BIR with payment of 2307.
  - Processed high-volume financial transactions totaling up to ₱2 million daily, including cash and check handling, while ensuring compliance with Banko Sentral ng Pilipinas regulations, thereby maintaining a 99.5% transaction accuracy rate.
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## EDUCATION

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### Bachelor of Science Accountancy Information System

UNIVERSITY OF THE IMMACULATE CONCEPTION • Philippines, Mindanao, Davao del Sur • 2023 • 2.7 GPA

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