

RON VINCENT R. EXCONDE

+639060211426 | rvexconde@gmail.com | Lucena City, Quezon Province

PROFESSIONAL SUMMARY

Currently a Digital Marketing Associate with experience in social media management, graphic design, and video editing for marketing and promotional purposes. Knowledgeable in creating contents, scripts and producing marketing materials. With experience in website management, software and hardware PC troubleshooting.

SKILLS

- Team work Oriented
- Time management
- Able to write and speak English
- Communication
- Flexible and willing to learn
- Adobe Photoshop, Illustralor, & Premiere Pro
- Wix
- Capcut, Canva.
- Social Media Marketing
- SEO

WORK EXPERIENCE

On-the-Job Training (April 2017 - May 2017)

PLDT Inc. - Lucena City

- Preparing the database for FTTH (Fiber to the home), Conducting patching for new provision circuits, and coordinating with other PLDT offices. Data encoding (Word, Excel, PowerPoint) and Photo Editing

Blockchain Cadet (Project Hire) (Oct 2018 - April 2019)

Unionbank of the Philippines Plaza - Ortigas, Pasig

- Training for Blockchain Technology, Design Thinking & Project Pitching, Agile Development while working on actual use cases of the bank, Workshops & hackathon with different organizations and also using platforms like NEM, Ethereum, Corda and Hyperledger, and languages using NodeJS, ReactJs, and Solidity.
- **Project** - Populating Datas of Old Website to a Beta Site using CMS Drupal, Manual QA checking of typographical errors and testing buttons & pages using CMS Drupal

Freelance Graphic Designer

October 2020 – January 2022

- Designing for tarpaulin, logo designs for local clients, Layout for a Jersey Logo, enhancing an existing logo, Thinking concept and content for the design.
- Social Media Marketing / boosting content on Facebook.
Platforms: Facebook, Instagram, Dribbble and Behance.

Graphic Designer (January 2022 to Feb 2022)

Bookdis - Lucena City

- Training designing for social media posting, designing for web design and for marketing.
- Thinking concept and content for the design.

Video/Photo Editor – Graphic Designer (March 2023 to September 2023)

Ecomsource Solutions OPC - Lucena City

- Writing script and Conducting Hook lines/Tagline for script introduction video product advertisement.
- Video Editing for Marketing Product Advertisement.
- Photo Editing for Marketing Image Product Advertisement.
- Brainstorming and pitching ideas on the benefits of a product, product listing and workflow.
- Product shooting picture and video.
- Monitoring and Inventory of PC's Equipment's.
- Troubleshooting software's and hardware's.
- Building PC, Format & Reformat PC's
- Fixing Internet Problems, IT Maintenance.
- Editing product websites using Richway Affiliate.

Digital Marketing Associate (January 2024 to Present)

Oz Pacific Group - Lucena City

- Assisting our Marketing Team in Managing Oz Pacific Group's social media accounts.
- Creating Social Media Designs for Marketing Posting on different platforms.
- Video Editing for Marketing the services of Oz Pacific Group also Visa Updates, News, etc.
- Writing content script for the Upcoming Video Marketing services of Oz Pacific Group, Visa Updates, News, etc.
- Revamping UI/UX and integrated additional functions in the Website of Oz Pacific Group using Wix.
- Managing Wix SEO, Google Analytics and Google Search Console.

- Conceptualizing and Producing Marketing Materials· Take lead and responsibility for education and migration applications.
- Provide status update reports to senior management when required
- Undertake relevant tasks and instructions when required.

SEMINARS AND TRAININGS ATTENDED

- Introduction to Malware Threats - Trend Micro (October 22,2020)
- Blockchain Institute Training - Unionbank Plaza (April 15,2019)
- IBM Blockchain Essentials - Unionbank Plaza (Dec 2018)
- IBM Blockchain Foundation Developer - Unionbank Plaza (Dec 2018)
- Blockchain for Developer: Ethereum Developer Edition ConsenSys Academy, Unionbank Plaza (Nov 2018)