

JANSEN A OLIPAS

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Purok 1, Pandan, Bacnotan, La Union



Professional Summary

Motivated and dependable Business Administration student majoring in Marketing Management with experience in graphic design, content marketing, and customer service. Skilled in communication, organization, problem-solving, and teamwork.

Education

Saint Louis College

BS Business Administration, Major in Marketing Management (2023–2026)

Work Experience

Graphic Designer (Freelance)

(Aug 2025–Nov 2025) Designed marketing materials.

- Created social media graphics.
- Managed multiple client projects.

Front Desk Officer (OJT), La Playa Ursula Resort

- Assisted guests with check-in/check-out.
- Managed reservations.
- Coordinated with housekeeping.
- Maintained guest records.
- Assisted as kitchen staff.

Leadership Experience

Junior Marketing Association - SLC Chapter

Certifications

- Certified Marketing Management Specialist (CMMS) Passer

Skills

Microsoft Office, Canva, Adobe Photoshop, Graphic Design, Social Media Management, Customer Service, Communication, Time Management, Problem Solving, Teamwork

Languages

English, Tagalog, Ilocano

References

RUEL JOSEPH V. BALABA, MBA, CMMS Instructor at Saint Louis College
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