



PRINCE DEARLY LICAYLICAY

SUMMARY

With 3 years of experience as a Web Designer, Virtual Assistant, Social Media Creation and Graphic Design and IT Technical Support.

WORK EXPERIENCE

Virtual Assistant / Web Designer & IT Staff

The Holler Creative | Main St, Corbin, KY 40701, Estados Unidos March 2020 – March 2021

- Design logo for the client's company.
- Make Infographic material.
- Managed appointments and calendars and booked meetings with new and existing clients.
- Design Websites based on Client Descriptions.
- Troubleshoot and Repair Office PC using TEAMVIEWER

Web Designer & IT Technical Support

Ghomta LLC, September- November 2021

- Design a website for a client
- Run ads on website and Media Buying
- Manage Website SEO
- Edited Image and Video for web content.
- Write a blog
- Update and Maintain Software
- Hardware Repair using TEAMVIEWER

Virtual Assistant / Funnel Builder / Social Media Manager

KIMPARKS LLC

March 2022 - September 2022

- Run Facebook Ads on targetted audiences (Create Campaign and Other SMM tasks)
- Create a funnel that generates thousands of profits.
- Design webpage and manage social media accounts.
- Manage Facebook Group

CHARACTER REFERENCE

Chase Hail

Director of Operations at The Holler Creative

<https://www.linkedin.com/in/chase-hail-4b3b20126>

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City, Philippines

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CERTIFICATE RECEIVED

 Become a Software Tester
Learning Path.
14 Hours Course in LinkedIn

 Google Ads Display Certification

 Google Analytics Individual
Qualification

PORTFOLIO

BEhance.net/princelicayli

EDUCATIONAL HISTORY

Bachelor In Science and Information Technology

Eastern Visayas State University
Ormoc City, Campus
June 2014 – July 2019