RICHARD JOHN TRINIDAD

PERSONALITY TYPE: ENFP-A

CONTACT

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ABOUT ME

With over 10 years of solid practical experience on customer service, social media marketing, internet marketing, video editing, branding, meeting quotas and deadlines, selling and leadership, I am the complete package that you've been looking for. Having a well-rounded professional experience enables me to see things with fresh eyes, bring out-of-the-box ideas that will energize your business and realize its full potential. I offer digital solutions to solve your problems now and at the same time open new opportunities for your business.

EDUCATION AND TRAININGS

FAR EASTERN UNIVERSITY

| FINE ARTS MAJOR IN ADVERTISING (2000-2002)

REFOCUS

HOW TO BE A MARKETER IN 2022 (May 2022)

META BLUEPRINT

| DIGITAL MARKETING ASSOCIATES (May 2022)

LEADERSHIP EXPERIENCE

- Lead by Example
- Communication Skills
- Goal Setting (Team & Individual)
- Delegation
- Supervising Others
- Organizing & Task Management
- Manage Performance
- Coaching
- Personal Development
- · Team Building
- Conflict Resolution
- Interviewing Skills
- Teaching and Training
- Making Hard Decisions
- Self-Development

WORK EXPERIENCE

FREELANCE

Liaison and Documentation Agent

- Nov 2021 Processes DTI, SEC, BIR and PPA Permits
 - to Complete the necessary requirements for the clients

Present • Facilitates communications and coordinates activities between client and government agencies

Project-Based - Social Media Manager

- · Conceptualises Brand and Logo
- · Creates graphics and video designs for social media
- Manages Social Media (FB, Instagram, Tiktok)
- · Creates posts on FB, Marketplace and other selling platforms

CHICKISS

Store Manager/Graphic Designer

Dec 2020 • Manages the store and day-to-day operation

to • Manages the Social Media Presence (FB, Instagram)

Oct 2021 • Creating promotional materials

- · Ensures enough inventory and smooth production
- · Trains and motivates the staff
- Payroll

DREAM PARTNERS REALTY

Team Lead

Dec 2017 • Provides digital training (Social media & websites)

to • Manages websites

- Sept 2019 Designs/ layouts online marketing materials and
 - · Recruits and trains real estate agents
 - Admin tasks
 - · Deliver sales and quotas
 - · Managed team

DRIVEN MARKETING (REAL ESTATE)

Junior Marketing Associate

Nov 2016 to

- Digital marketing across social media and real estate platforms
- Dec 2017 •
- E-Mail Marketing
 - Designes marketing collaterals
 - Delivers sales
 - Sales presentations / Fcailitates property viewings
 - Creates computations for mortgage loans

DMCI HOMES (REAL ESTATE)

Sales Manager

Oct 2013 • Provides Digital Training (Social media & websites)

Designs and manages open-house events

- Oct 2016 Designs/layouts online marketing and collaterals
 - · Recruits and trains property consultants
 - Admin Tasks
 - · Meeting of monthly quotas and deadliest deadlines
 - · Managed sales team

Senior Property Consultant

July 2013 • Mans the booth and sales office.

to Sept 2013

- Generate leads using digital marketing and other sources
- · Meeting of monthly quotas and deadliest deadlines
- Sales presentations/Property viewings
- Contract signing with clients
- · Helps and guides new agents

Property Consultant

Aug 2012 • Mans the booth and sales office.

to Jun 2013 · Generate leads with digital marketing and other

- · Meeting of monthly quotas and deadliest deadlines
- · Property Viewing
- · Contract signing with clients

SYKES ASIA

Credit Specialist (Customer Service)

July 2012

- Sept 2010 Provides customer service support to U.S. market
 - Active listening & understanding clients' needs and providing solutions
 - Taking ownership of the situation/caller's concern
 - · Volunteered to design company boards
 - · Works on holidays

SOCIAL MEDIA EXPERIENCE

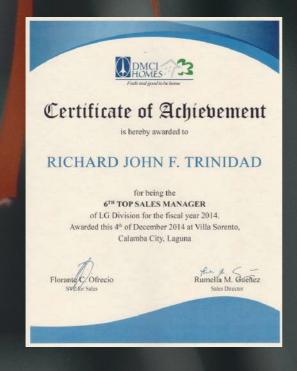
- Sets-up social media Business Pages. (Facebook, Instagram, Twitter, Youtube, TikTok, LinkedIn, etc)
- Community Management
- · Scheduling of posts
- · Responding to messages and comments
- · Content planning
- · Create content plans or calendar to drive engagement and promote online brand awareness.
- Media Planning (Facebook Ads, Instagram Ads, Twitter Ads, Youtube Ads, LinkedIn Ads, TikTok Ads, etc)
- Design and create images or video content using different software (Canva, Photoshop, Premiere & etc.)
- Web design, Squeeze page, Online questionnaire.
- Landing Pages creations
- Video Campaign & Teaser
- Lead Generation



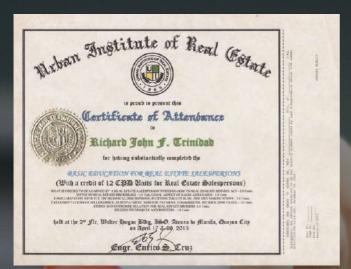


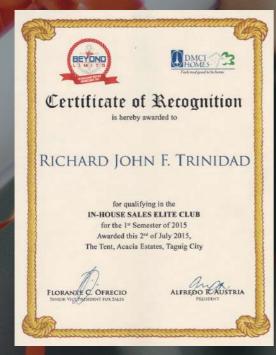
















CERTIFICATE OF ACHIEVEMENT

IS HEREBY PRESENTED TO

RICHARD JOHN F. TRINIDAD

FOR BEING THE TOP 9 SALES MANAGER

FOR THE 1ST SEMESTER OF 2015 AWARDED THIS 4TH OF JULY, 2015 AT AG & P SOUTH DRIVE BAGUIO CITY

RUMELLA M. GUEÑEZ

FLORANTE C. OFRECIO



