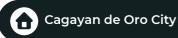




**SEO SPECIALIST** 





+639271613167



imvic.seo2023@gmail.com

# **ABOUT ME**

I am an experienced professional with proven track record in the digital industry, equipped with a versatile skill set spanning data entry, SEO, SMM (Social Media Management), and content creation. With a diverse background as an Electrical Engineer with experience in solar PV, fire protection services and had three-year track record in data entry, I bring a keen eye for detail and a solid foundation in data management and analysis to the table.

My specialization in SEO positions me as a proficient hand in enhancing online visibility and driving precise traffic to digital content. I strive to increase organic traffic, improve search engine visibility, and ultimately boost the website's overall performance to drive sustainable growth and achieve the client's business objectives.

Let's join forces to harness my expertise and experience in data entry, SEO, and Amazon product research, with the goal of propelling your business to thrive in the ever-evolving digital landscape.

#### **DIGITAL EXPERIENCE**

#### SEO Specialist June 2023 - Present (PINOYSEO)

- Managing Keyword Research and Analysis
- Implementing On-Page Optimization
- Develop link building and outreach
- Performance tracking and Reporting

### Social Media Manager February 2022 - Present (BFP)

- Content Strategy and Creation.
- Community Engagement and Growth
- Data analysis and optimization
- Analytics and Reporting

#### Data Entry/Search Engine Evaluator November 2021 - December 2022 (Remotasks, Fivver, Upwork)

- Data Accuracy and Quality Assurance
- · Efficient Data Processing
- Data Organization and Management
- · Confidentiality and Data Security

#### WORK EXPERIENCE

Fire Officer 1 October 2018 - Present **Bureau of Fire Protection** 

· Assess structures for compliance with fire safety codes, regulations, and standards, ensuring the safety of occupants and property by identifying and mitigating fire and recommending necessary improvements.

#### Sales Engineer March 2017 - October 2018 **HIDROMAC**

• Prepare and deliver technical presentations explaining products or services to customers and help clients solve problems with installed equipment.

#### **Technical Engineer** November 2016- March 2017 Solar Systems

• Provide technical support to the engineering team in executive Solar PV projects.

# **PERSONAL SKILL**

**Analytical Thinking** 95% **Photo/Video Editing** 85% Web Design 89% **Content Creation and Marketing** 95% **Problem-Solving Abilities** 95%

## **EDUCATIONAL BACKGROUND**

#### **Bachelor of Science in Electrical Engineering Misamis University**

June 2011 - April 2016

- President Institute of Integrated Electrical Engineers- MU Student Chapter (S.Y. 2015-2016)
- Vice President Institute of Integrated Electrical Engineers- MU Student Chapter (S.Y. 2014-2015)

#### **Information Technology** Mindanao University of Science and Technology

June 2011 - April 2013

· Awarded Certificate of Proficiency

#### **TOOLS USED**

































- Processor: Intel(R) Core(TM) i5-7200U CPU @ 2.50GHz 2.70 GHz
- RAM: 8GB
- · Noise-canceling earphones
- · Web camera
- https://www.speedtest.net/result/15276785326



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HTTPS://VICBUTAJR.PINOYSEO.

# **CERTIFICATES/SEMINARS**







