

# ALVIN CATAJAY

SEO SPECIALIST | GVA

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 Pasay, Philippines

## PROFILE

I am a self-starter with strong interpersonal skills. I work efficiently both as an individual contributor as well as along with a team. I seek new challenges and try to think out-of-the-box while looking for creative solutions to a given problem.

## SKILLS

- Search Engine Optimization (SEO)
- Keyword Research
- Website Audit
- Social Media Marketing
- Problem-Solving
- Computer Literacy
- Project Management Tools
- Strong Communication

## EXPERIENCE

### TECHNICAL SUPPORT REPRESENTATIVE

#### Telus

Fitbit (Smartwatch)

2016 - 2017

### TECHNICAL SUPPORT REPRESENTATIVE

#### VXI Global

Uverse (US Telco)

2017 - 2022

## EDUCATION

### SECONDARY SCHOOL

Romblon National High School

2002 - 2006

### BACHELOR OF TECHNOLOGY

Romblon State University

2010 - 2014

## CERTIFICATIONS

General Virtual Assistant (GVA)

Search Engine Optimization (SEO)