



LINJHON

[VIDEO INTERVIEW](#)

EXPERTISE SKILLS

- E-Commerce Operations Management
- Marketplace Management
- Product Listing & Listing Optimization
- Amazon Marketplace Management
- eBay Store Management
- Inventory Management
- Product Research
- Competitor Analysis
- Pricing & Cost Analysis
- SEO Optimization
- Keyword Research
- Order Processing & Fulfillment
- Shipping Management
- Customer Service & Email Support
- CRM Database Management
- Data Entry & Data Processing
- Reporting & Analytics
- Lead Generation
- Social Media Management
- Digital Marketing
- Email Marketing
- Affiliate Marketing Support
- Reputation Management
- Graphic Design
- Video Editing
- Website Management
- Quality Assurance
- Virtual Assistance
- Project Management
- IT & Technical Support
- Database Management

TOOLS

- Magento
- Neto
- BigCommerce
- Amazon Seller Central
- PHP
- HTML
- CSS
- JavaScript
- Adobe After Effects

Results-driven Digital Marketing Specialist with 7+ years of experience in digital marketing, eCommerce operations, SEO, email marketing, social media management, and paid advertising. Proven track record of managing multi-channel marketing campaigns, optimizing eCommerce listings across Amazon and eBay, improving online visibility through SEO and content strategies, and leveraging analytics platforms to drive customer engagement and business growth. Brings strong expertise in Google Ads, Meta Ads, Klaviyo, GoHighLevel, WordPress, and marketing automation, helping organizations increase brand awareness, streamline marketing operations, and achieve measurable revenue and performance goals.

WORK EXPERIENCE

MARKETING SPECIALIST

PWS | September 2024 – March 2026 (1 Year, 6 Months)

- Managed website content, created email marketing campaigns, produced video and graphic assets, developed social media content, and supported marketing planning and execution using WordPress, MailChimp, NetSuite, Canva, and Meta platforms.

SENIOR VA/MARKETING VA/ADMIN ASSISTANT

CloudStaff | April 2021 – September 2024 (3 Years, 5 Months)

- Managed social media accounts, email support, SEO updates, affiliate marketing operations, analytics reporting, database maintenance, product management, content creation, and customer engagement activities across multiple e-commerce and marketing platforms.

BUSINESS SUPPORT ADMIN/CLIENT ACCOUNT MANAGER

CloudStaff | October 2020 – January 2021 (4 Months)

- Provided administrative support, CRM and document management, reporting, compliance monitoring, customer support, project coordination, web content editing, and data analysis using various business, advertising, and reporting systems.

SALES, IT & DATA SUPPORT

Shore360 (AridZone) | March 2019 – May 2020 (1 Year, 2 Months)

- Managed product listings, inventory control, product research, database administration, software troubleshooting, and e-commerce content management across CMS, FileMaker, and WordPress platforms.

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TOOLS

- Adobe Photoshop
- Adobe Flash
- Google Ads
- Facebook Meta Ads
- GoHighLevel (GHL)
- WordPress
- Shopify
- Monday.com
- Asana
- Trello
- Klaviyo
- Zendesk
- Facebook Business Suite
- Google Analytics
- Bing Microsoft Advertising
- PayPal
- Stripe
- Xero
- Mailchimp
- NetSuite
- Canva
- Slack
- Hubstaff
- Grammarly
- Yotpo
- Looker Studio
- FileMaker
- MOJO CRM
- ShipStation
- Refersion
- Iconosquare
- Tapeak
- ShelfTrend

WORK EXPERIENCE

E-COMMERCE ASSISTANT / GRAPHIC ARTIST

MDM System Inc. | October 2017 – August 2018 (10 Months)

- Managed product listings and store optimization for Amazon and eBay, conducted competitor analysis, processed orders, maintained inventory, handled customer service, managed shipping operations, and created marketing graphics and promotional materials.

IT STAFF

Lohas Hotel and Resort New Well Being Spa | March 2017 – May 2017 (2 Months)

- Provided IT support, troubleshooting, and technical assistance to maintain daily business operations and system functionality.

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