



GLENN DIAPANA

SOCIAL MEDIA MANAGER



SKILLS SUMMARY

- Project Management
- Appointment Setting
- Data Entry
- Internet Research
- Office Software
- Apps
- Graphic Design

TOOLS

- Go High Level
- Google Workspace
- Microsoft Office
- Meta Business Suite
- FB Ads Manager
- Notion Trello Canva
- Capcut ChatGPT

PERSONAL PROFILE

A tech-savvy Social Media Manager with expertise in creating engaging content and managing brand communities across multiple platforms. Skilled in analytics, and staying ahead of trends to optimize performance and grow online presence. Experienced in ensuring brand consistency and driving results through creative social media strategies.

WORK EXPERIENCE

SOCIAL MEDIA MANAGER & MARKETING

[Jackie O'Neal Real Estate | 2024 - Present](#)

- Created Websites, Funnels, Pipelines, Workflows and other Automations in GoHighLevel.
- Social Media Management
- Community Engagement
- Community Networking

SOCIAL MEDIA MANAGER

[Mochsha Indian Musical Platform | 2024](#)

- Social Media Management
- Community Engagement
- Community Networking

[Seafarer | 2016 - 2024](#)

- Collaborated with diverse teams to manage onboard operations, enhancing communication and teamwork skills.
- Managed logistics for cargo loading and unloading, ensuring efficient operations and adherence to schedules.
- Trained and mentored new crew members on safety procedures and operational protocols.

EDUCATION HISTORY

[Davao Merchant Marine Academy](#)

- Bachelor of Marine Transportation, 2016
- Licensed 2nd Marine Officer
- Cum Laude
- Platoon Leader, Corps of Scholar Cadets
- Consistently recognized on the Dean's List every semester