



KRISTY TALATAGOD

VIRTUAL TEAMMATE



SKILLS SUMMARY

- Social Media Management
- Social Media Marketing
- Graphic Design
- Community Management
- Website Building
- Lead Generation
- Video Editing

TOOLS

- Asana
- Buffer
- VistaSocial
- Notion
- MailChimp
- Meta Business Suite
- Google Workspace
- Canva
- CapCut

PERSONAL PROFILE

A **Social Media Manager** with over 2 years of experience, also skilled in graphic design, community management, website building, lead generation, and virtual assistance. Tech-savvy and a creative problem-solver, I bring a unique blend of skills to boost engagement and build meaningful online communities. Adept at both teamwork and independent initiatives, I'm passionate about delivering top-notch digital strategies that drive results.

WORK EXPERIENCE

SOCIAL MEDIA MANAGER/GRAPHIC ARTIST

[Funding Tribe Foundation](#) | April 2024 - Present

- Engaged with audiences across social media platforms.
- Created visually appealing content.
- Tracked and analyzed social media performance.
- Adjusted strategies based on trends and feedback.

COMMUNITY MANAGER/ LEAD GENERATION

[CNC Agency](#) | October - December 2023

- Engaged with community through comments and messages.
- Created and shared relevant content.
- Monitored content and handled issues.
- Analyzed metrics and adjusted strategies.

SOCIAL MEDIA SPECIALIST/ GRAPHIC ARTIST

[Alter Learning Educational Gaming Platform](#) | March - August 2023

- Developed and executed social media strategies.
- Created and managed content across platforms.
- Used scheduling tools for consistent posting.
- Analyzed data to refine strategies.

EDUCATION HISTORY

PALAWAN STATE UNIVERSITY

- Bachelor of Science in Psychology Major in Clinical, 2015
- Member, International Student Exchange Program - Carpus (Germany)