





HAROLD JAMES P. BRAVO

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SKILLS

- **Communication** (Written, Interpersonal, Public Speaking, Media)
- **Technology Literacy** (Office / Google Application, Adobe PS/AI, Social Networking)
- **Data and Records Management & Reporting**
- **Leadership and People Management**
- **Project Management**
- **Learning and Development**

EDUCATION

BA in Mass Communication
University of the Philippines Cebu

Secondary
Sogod National High School

Primary
Sogod Central Elementary School

PROFESSIONAL SUMMARY

A results-oriented individual with 9 years of professional experience. My main objective is to influence growth and development within the organization, especially to the people and department I am directly supporting. I aim to contribute to the achievement of the company's goal by being religious in delivering the demands and responsibilities of the role I am appointed to.

Experience

CONTINUUM GLOBAL SOLUTIONS – FEB 2019 TO FEB 2025

- **Manager**, Ops Support – Jul 2024 - Feb 2025
- **Supervisor**, Brand Champion – Jan 2023 to Jun 2024
- **Supervisor**, Value Ambassador – Mar 2021 to Jan 2023
- **Associate IV, Customer Care** – Feb 2019 to Mar 2021

Key roles and responsibilities – performance management, people management, brand awareness and engagement, client engagement, performance reporting, material development and rollout, training, strategic planning and actions execution, coaching, subject matter expert

CEBUPLUS ASSOCIATION INC. – JUNE 2016 – DECEMBER 2018

- **Project Officer** – Jan 2017 to Jan 2018
- **Advocacy and Communication Officer** – Nov 2016 to Mar 2017
- **Executive Assistant** – Jun 2016 to Dec 2016

Key roles and responsibilities – program management, policy making, development work, capacity building, strategic planning and actions execution, program monitoring and reporting, service delivery network liaison, training, material development and roll out.

YOUTH LEAD ASIA PACIFIC – (VOLUNTEER) SEP 2016 TO DEC 2018

- **Philippine Country Focal Point**

Key roles and responsibilities – country focal point to the fund grant, policy making, community-based organization capacity building, strategic planning and actions execution, program monitoring and reporting, service delivery network liaison.

DOH-EB – (PART-TIME/PROJECT-BASED) APR 2018 TO JUNE 2018

- **IHBSS Data Validator and Surveillance Mapper**

Key roles and responsibilities – Data validation, data collection, surveillance mapping

PR WORKS INC. – (INTERN) – MAY 2014 TO JULY 2014

- **Writer**

Drafted marketing and advertising proposals for the clients of PR Works

CAMPAIGNS & GREY PH – (INTERN) MAY 2013 TO JULY 2013

- **Copywriter and Designer**

Member of a team responsible for campaign and advertising proposals and crafting of advertising materials for the clients of Campaigns and Grey PH - Cebu.