



Jay Bryan V. Daro

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Professional Summary

Dedicated and experienced copywriting professional with proven success in the areas of content writing, editing, and marketing strategy. Experience creating and writing advertisements, blog posts, social media ads, and web content. Now seeking a job opportunity to secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills and secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

Work Experience

Virtual Assistant (Copywriter)

06/2021 - Present

CreateTech Virtual Assistant Services – Tagbilaran City, Bohol

- Write advertising copy for use by publication, broadcast or internet media to promote the sale of goods and services.
- Edit or rewrite existing copy as necessary, and submit copy for approval by supervisor.
- Write articles, bulletins, sales letters, speeches, and other related informative, marketing and promotional material.
- Invent names for products and write the slogans that appear on packaging, brochures and other promotional material.

Exclusive Fiction Writer

08/2021 - 04/2022

Story Writing PTE. LTD – Singapore

- Choose subject matter and suitable form to express personal feelings and experiences or ideas, or to narrate stories or events.
- Plan story projects or outlines.
- Prepare works in appropriate format for publication, and send them to editors prior for contract.
- Write fictions such as long novels in a reading platform app.
- Collaborate with other writers on specific projects.

Medical IP Claims Analyst

02/2020 - 06/2020

Outsource Network and Back Office Services Inc. – Cebu City

- Review claims adjustments with dealers, examining parts claimed to be defective, and approving or disapproving dealers' claims.

Education

Bachelor of Science in Biology major in Botany

2015 - 2019

Visayas State University – Baybay City, Leyte

Languages

English	<div><div></div></div>
	Professional Working Proficiency
Filipino	<div><div></div></div>
	Full Professional Proficiency
Visayan	<div><div></div></div>
	Native or Bilingual Proficiency

Skills

Novel Writing	<div><div></div></div>
Copywriting	<div><div></div></div>
Content Writing	<div><div></div></div>
Visual Design	<div><div></div></div>
Video Editing	<div><div></div></div>
Videography	<div><div></div></div>