



ROBERT S. ELIOT

COPYWRITER | SOCIAL MEDIA MANAGER | META ADS
MANAGER | PARALEGAL | REAL ESTATE MARKETER |
ESL TEACHER

ABOUT ME

I am a dedicated and motivated individual. I thrive in challenging environments and enjoy collaborating with others to achieve common goals. I am committed to continuous learning and personal growth, and I seek opportunities to contribute positively to any team or project.

EDUCATION

Bachelor of Laws

Philippine Law School
2018

Bachelor of Arts in English Communication

Saint Mary's College of Tagum
2011

SKILLS

- Management Skills
- Creativity
- Digital Marketing
- Copywriting
- Critical Thinking
- Social Media Ads

LANGUAGE

- English
- Filipino

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8100

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Prk. Cogon, Visayan Village,
Tagum City, Davao del Norte,
Philippines

EXPERIENCE

- **Legal Officer** 2021 - 2023
Dept. Of Agrarian Reform I Davao del Norte
 - Providing legal advice and support to the organization, ensuring compliance with applicable laws and regulation, and managing legal risks. This role involves drafting and reviewing legal documents, conducting legal research, and assisting with various legal matters.
- **Online ESL Teacher** 2018 - 2021
 - Responsible for delivering engaging and effective English language instruction to students of various ages and proficiency levels. Tesol and TEYL Certified.
- **Freelance Real Estate Broker** 2018- 2024
 - Responsible for managing real estate transactions, guiding clients through buying, selling, and leasing properties. This role involves negotiating deals, conducting market research, and providing expert advice to clients on real estate matters.
- **Executive Assistant II** 2016- 2018
Local Gov't Unit of Tagum City
 - Provides high-level administrative support to executives, ensuring efficient office operations and facilitating effective communication within the organization.

TRAINING/SEMINAR

- Facebook Ads Masterclass
- Tiktok Ads Masterclass
- Youtube Ads Masterclass
- Social Media Management
- Amazon Online Arbitrage Course
- Basic Wordpress Course
- Copywriting Course
- Funnel and Membership Site Building
- Email Marketing, Calendar Management & Webinar Automation Course