

# NICOLE MURIELLE AVENIDO

Social Media Manager | Content Creation | Community & Customer Care

avenidonicolemurielle.ph@gmail.com | Negros Oriental, Philippines

## PROFILE

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Social media and customer service professional with experience in business page management, photo and video editing, and customer communication. Creative, adaptable, and attentive to detail.

## SKILLS & TOOLS

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Facebook, Instagram & TikTok business pages | Photo & video editing | Written communication  
Canva | CapCut | Microsoft Office | Customer inquiries & complaints | Teamwork & problem solving

## EXPERIENCE

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### **Purrfect Brews Coffee Shop, Dumaguete City**

Social Media Manager & Cat Sitter | October 2024 - June 2025

### **Cognizant, Dumaguete City**

Process Executive - Voice / Customer Service Representative | September 2025 - August 2026

### **Qualfon, Dumaguete City**

Customer Service Representative / Fraud Specialist | September 2022 - June 2025

### **Office of Cong. Chiquiting Sagarbarria**

Social Media Manager | Part-time; dates not supplied

### **Weddings & Events by Roxie / Timeless Touch Events**

Event Coordination & Styling | Dates not supplied

### **HILOKAL**

ESL Teacher | April 2022 - August 2022

### **5 ELK, Dumaguete City**

Client Service Administrator Training | Eight days, July 2025

### **Additional experience**

Vincere & Balanzi - Sales Agent; Remotasks - part-time work

### **City Economic Enterprise Department, Dumaguete City**

Work Immersion Program | February 2018 - April 2018

## EDUCATION

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### **Negros Oriental State University (MC-I) | 2018 - 2022**

Business Administration studies, major in Financial Management

### **AMA Computer College | 2016 - 2018**

Senior High School - Accountancy, Business, and Management

Portfolio: nics.adzbyte.com | TikTok: @nicoleawayfromhome

Public CV | Prepared from the supplied resume, October 2026