AVRIL FEBRERO

Social Media Management | Content & Administrative Support

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PROFILE

Founder of AFTaskSync with hands-on experience managing my own brand through content calendars, caption writing, Canva graphics, AI video creation and editing, scheduling, and publishing. Currently a Student Intern at The VA BAR and studying Meta Social Media Marketing.

RELEVANT SKILLS

Content: Content calendars, caption writing, Canva graphics and carousels, scheduling, and publishing.

Video: AI video creation and short-form video editing.

Relevant tools: Canva, CapCut, Meta Business Suite, Buffer, Metricool, Google Workspace, and ChatGPT.

PERSONAL BRAND EXPERIENCE

Founder & Brand Owner | AFTaskSync
Self-managed personal brand

- Create content calendars and write captions for brand posts.
- Design social media graphics and carousels in Canva.
- Create AI-generated videos and edit them for social media content.
- Schedule and publish content for the brand.

TRAINING & INTERNSHIP

Meta Social Media Marketing | In progress
Currently studying the Social Media Management course.

Student Intern | The VA BAR
August 2026 - Present

PREVIOUS EXPERIENCE

Front Desk Receptionist | Greenhills Elan Hotel Modern
February 2014 - April 2014

Actual Shipboard Training | Oceanlink Institute Inc.
February 2013

COMPLETED CERTIFICATIONS

Google AI Professional Certificate
Canva Essentials

EDUCATION

ICCT Colleges Foundation, Inc.
Bachelor of Science in Hotel and Restaurant Management
August 2011 - December 2013

PORTFOLIO

Avril Febrero | Portfolio

Lirva Studio