

# KELVIN DABATOS

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Portfolio: <https://portfolio-navy-three-74.vercel.app/>

## EDUCATION

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### Southwestern University — Matias H. Aznar Memorial College of Medicine, Inc.

*Bachelor of Science in Physical Therapy*

Cebu City, PH

Aug. 2022 – Apr. 2026

## PROFESSIONAL EXPERIENCE

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### The Quill

*Video Editor*

Cebu City, PH

Aug. 2025 – Present

- Edited and assembled high-quality video content, enhancing storytelling through precise cuts, color grading, and sound design.
- Increased audience engagement by producing creative and polished visual assets tailored for specific platforms.

### Couraged Gym Fitness Hub

*Social Media Manager*

Cebu City, PH

Aug. 2025 – Present

- Developed and executed social media campaigns that resulted in a 35% increase in engagement.
- Generated a 20% growth in leads through targeted content strategies and community management.

### Brivity VA

*Inside Sales Agent (ISA)*

Remote

Mar. 2023 – Nov. 2023

- Managed property listings, coordinated client communications, and streamlined transaction workflows to improve operational efficiency.

### Retro Carolina Investments

*Real Estate Virtual Assistant*

Remote

July 2022 – Jan. 2023

- Facilitated property listing management and administrative support to streamline investment transactions.

### Phonebeasts / Teleperformance (AT&T)

*Real Estate VA / Customer Loyalty Support*

Cebu City, PH

Feb. 2022 – July 2022

- Resolved billing and service inquiries for AT&T customers, improving call resolution time by 15%.
- Enhanced customer retention through effective conflict resolution and personalized service.

### OfficePartners360 (Wayfair)

*Customer Service Representative*

Cebu City, PH

Oct. 2020 – June 2021

- Handled complex customer concerns and improved satisfaction ratings through proactive problem-solving.

## CLINICAL INTERNSHIP

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### Southwestern University PHINMA

*Physical Therapy Intern*

Cebu City, PH

Aug. 2023 – Apr. 2026

- Conducted comprehensive patient assessments and implemented individualized rehabilitation plans.
- Focused on improving patient mobility and reducing pain levels within a clinical environment.

## ADDITIONAL INFORMATION

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**Skills:** Social Media Marketing, Video Production, Graphic Design, Customer Relations, Data Entry, Conflict Resolution, Multitasking.

**Volunteering:** Coordinator at Brothers on Bikes (Jan. 2017 – Dec. 2019); organized outreach and safety awareness events.