



MICHAEL ANTHONY BABULA

AMAZON VIRTUAL ASSISTANT SPECIALIST

ABOUT ME

Hello! I'm Mikee, and I'm here to be your reliable Virtual Assistant. I'm passionate about making things run smoothly and I'm really good at keeping things organized. I'm here to help you get more done and focus on the big plans that will move your business forward.

MARKETPLACE EXPERTISE

- Product Research
- Product Listing Optimization
- Managing Inventory
- Pricing Strategies
- PPC Advertising Management
- Keyword Research and SEO
- Graphic Arts & Social Media Management
- Customer Service Excellence

TOOLS & APPS

- Helium10
- Jungle Scout
- MBS Retriever
- Adobe Photoshop
- Canva
- ClipChamp
- Microsoft Office
- Google
- ChatGpt

CONTACT

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- +639166274500
- Mon-Fri 8:00am - 5:00pm EST
- Manila, Philippines

EXPERIENCE

MAY 2018 – AUGUST 2023

CASHALO / PALOO FINANCING INC.
MANAGER - SALES OPERATIONS

As a Sales Operations Manager, my role encompasses various critical functions aimed at optimizing the efficiency of the sales network and processes within the organization. Here are some of my key responsibilities:

- Sales Planning and Forecasting
- Process improvement
- Sales Report and Analysis
- CRM Management
- Sales Technology Stack Management
- Cross-Functional Management
- Compliance and Legal Support

DECEMBER 2013 – APRIL 2018

HEMOCREDIT PHILIPPINES
LEAD - SALES SUPPORT OPERATIONS

As a Sales Support Lead, I take on leadership role within the sales operations function of the sales network. My responsibilities includes overseeing a team, driving strategic initiatives and ensuring smooth execution of sales processes. Here are some of my duties as Lead:

- Team Management and Leadership
- Sales Planning and Forecasting
- Process Improvement and Optimization
- Sales Reporting
- Sales Enablement
- CRM Management

TRAINING

- **LEAN SIX SIGMA - WHITE BELT**

December 2023

- **TAX 101 FOR ONLINE SELLERS AND FREE LANCERS**

November 2023

- **AMAZON SELLER VA MASTERCLASS - ELITE**

September 2023

-An exclusive 8-week immersive Amazon Virtual Assistant program in the Philippines, guided by a successful Filipino Amazon FBA seller with an excellent track record.

- **AMAZON SELLER VA WEBINAR**

July 2023