

Portfolio

Personal Information	
First Name: Joanna Carla	Last Name: Simbajon
Position: Link Builder	Date Hired: November 14, 2007
Civil Status: Single	Date of Birth: June 15, 1986
Interests: internet surfing, researching, reading	

Educational Background			
Level	Institute	Course	School Year
Post Graduate			
Tertiary	University of Southeastern Philippines	BEEEd – Communication Arts and Reading	2006 - 2007
Secondary	Daniel R. Aguinaldo High School		2002-2003
Elementary	GSIS Heights Elementary School		1999-2000
Tertiary	University of Southeastern Philippines	BEEEd – Communication Arts and Reading	2006 - 2007

Work Experiences		
Company	Position	Duration

Skills		
Computer Skills	Level (0 – 10)	Years of Experience
MS Word	10	
MS Excel	10	
Open Office Applications	10	
HTML	5	
Internet	10	
Other Skills	Level (0 – 10)	Years of Experience
Blogging	10	
Article Rewriting	9	
SEO (Article Submission, Directory Submission, Social Bookmarking, Blog Commenting, Forum Posting)	10	
Keyword Research	8	

Squidoo Lens making and Hubpages creation	10	
UAW Submission	10	
Blog Carnival Submission	10	
Languages	Oral Proficiency (0 – 10)	Written Proficiency (0 – 10)
English	9	9
Tagalog	10	10
Project Tests	Score	Passing
IQ Test	137	118
Level (0 – 10)		
Personality Tests		
Activity	15	(Inactivity)0/16-17/31(Activity)
Sociability	15	(Unsociability)0/16-17/31(Sociability)
Impulsiveness	9	(Control)0/17-18/31(Impulsiveness)
Expressiveness	16	(Inhibition)0/11-12/31(Expressiveness)
Responsibility	22.5	(Irresponsibility)0/14-15/31(Responsibility)
Self-Esteem	20	(Inferiority)0/18-19/31(Self-Esteem)
Happiness	21	(Depressed)0/18-19/31(Happy)
Anxiety	14.5	(Calm)0/15-16/31(Anxiety)
Obsessive ness	18	(Casual)0/10-11/31(Obsessive)
Independence	21.5	(Dependency)0/15-16/31(Independence)
Guilt	17.5	(Freedom from Guilt)0/12-13/31(Guilt)
Aggressiveness	8.5	(Peacefulness)0/12-13/31(Aggressiveness)
Assertiveness	16	(Submissiveness)0/15-16/31(Assertiveness)
Ambition	13.5	(Ambitiousness)0/14-15/31(Ambitiousness)
Manipulation	10	(Empathy)0/12-13/31(Manipulation)
Sensation-Seeking	12.5	(Unadventurous)0/15-16/31(Sensation-Seeking)
Dogmatism	15	(Flexibility)0/15-16/31(Dogmatism)
Initial Interview Assessment		
<p>Joanna was into writing activities when she was still studying. During College, she won * <i>Feature Writing Competition (in English)</i>; 1st year college – school – Champion, inter-school – 1st runner up ; 2nd year college – school – Champion, inter-school – Champion and Regional – participant; 3rd year college – school – Champion, inter-school - 1st runner up; * <i>Sports Writing and submitted</i> articles for school publication such as – poems, short stories and essays.</p>		
Final Interview Assessment		

Joanna has good English communication skills both in oral and written. She also has Computer Skill like MS Office Applications. Her experiences taught her lot to become better. Highly trainable and works pretty well. Impressive performance highly recommended.

Training	Score	Trainer Comment
		Trained by Client

AOV Experiences		
Previous Clients	Duration	Tasks
Don Van Pelt	November 2007	<ul style="list-style-type: none"> • Article writing and rewriting • Writing Press Releases
Gregg Terry	January 2008 - February 2008	<ul style="list-style-type: none"> • Directory submission • Article submission • Article Writing and rewriting • Unique Article Wizard Submissions
David Berriman	February 2008	<ul style="list-style-type: none"> • Article Writing and rewriting • Forum Posting and signature
John Lenaghan	March 2008 – February 2009	<ul style="list-style-type: none"> • Article Submission • Social Bookmarking • Article extraction • Article writing and rewriting • Blog Commenting • Unique Article Wizard Submissions • Account creations • Squidoo and Hubpages • Blog Carnival Submissions • Keyword Research
Steve Butler	March 17, 2009 - June 30, 2009	<p>1) Google Alerts and Site Pinging</p> <p>Set up google alerts for http://steveshealthanswers.com/ and pinging those sites related to http://steveshealthanswers.com/ using Pingomatic.com.</p> <p>2) EzineArticle Submission - http://ezinearticles.com</p> <p>3) My Article Network Submission - http://www.myarticlenetwork.com/</p> <p>4) Uploading articles to wordpress site - http://steveshealthanswers.com</p>

		<ul style="list-style-type: none">5) Article Spinning6) Blog Commenting7) Account Creations and Social Bookmarking8) Social Networking - Twitter, Facebook, LinkedIn9) Squidoo/Hubpages posting10) Yahoo Answers and Forum Posting11) Collecting educational sites to bookmark
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