



# Benedict Canja

AMAZON VIRTUAL  
ASSISTANT

## AREAS OF EXPERTISE

- ✓ Product Research
- ✓ Supplier Sourcing
- ✓ Keyword Research
- ✓ Product Listing and Optimization
- ✓ Inventory Management
- ✓ PPC Campaign Management
- ✓ Graphic Design
- ✓ Seller Central Maintenance

## TOOLS



Helium 10



G Suite



Jungle Scout



Canva



Keepa



Office 365



Photoshop



Asana

## PROFILE

I am an Amazon Virtual Assistant who specializes primarily in **Product Research**. Equipped with the knowledge and skills in the vast field of Amazon expertise and partnered with a prolific background in accounting and finance, I provide top-notch service to entrepreneurs aiming to elevate their businesses to greater heights.

## EDUCATION & TRAINING

### 2021 | Amazon Seller VA Masterclass

A 6-week comprehensive and in-depth course that includes skill and knowledge-based training and executing actual Amazon VA tasks like Product Research, Supplier Sourcing, Product Listing, and many more.

Amazonation PH

### 2019 | Bachelor of Science in Business Administration Major in Financial Management

Polytechnic University of the Philippines - Sta. Mesa

## ORGANIZATIONS

Polytechnic University of the Philippines - Junior Institute of Accountants, Manila

### 2019 | Vice President for Membership

I was responsible for spearheading events, negotiating with financial and commercial institutions for membership perks, and collecting students' data for membership cards.

### 2018 | Committee Chairman for Corporate Linkages

Under the supervision of the finance department of our organization, I was tasked with selling merchandise, negotiating with suppliers, and meeting with officials from accounting firms for sponsorship.

## ACHIEVEMENTS

### 2020 - 2021 | President's Lister

Polytechnic University of the Philippines - Sta. Mesa

### 2019 | Most Outstanding Committee Chairman - Corporate Linkages

Polytechnic University of the Philippines - Junior Institute of Accountants Manila

## CONTACT



+63 997 260 7723



[benedictbcanja@gmail.com](mailto:benedictbcanja@gmail.com)



[live:.cid.d86f5b35532b3865](https://live:.cid.d86f5b35532b3865)



[/benedictcanja](https://www.linkedin.com/in/benedictcanja)



[/benedictcanja.wixsite.com/portfolio](https://benedictcanja.wixsite.com/portfolio)