



KATHERINE ROSE POLOTAN LIRIO

Business Owner

PROFILE

CONTACT

PHONE:

EMAIL:

HOBBIES

Scuba Diving
Reading
Camping

EDUCATION

Assumption College San Lorenzo

1986 - 1998

AC Chorale (1994-1998)

Ateneo de Manila University

1998 - 2022

AB Communication Arts

Foundations of Education (2004)

Methods and Materials of Research (2004)

Psychology of Learning and Teaching (2004)

WORK EXPERIENCE

Astrigon Farm – Proprietor

2014 - present

CFO

Tracking cash flow.

In charge of financial planning.

Administering payroll.

Head of Administration & HR

Metro Home and Entertaining Magazine – Managing Editor

2009 - 2011

Implementing and supervising content strategies and features.

Organizing and monitoring the page plan.

Coordinating editors and other staff members.

Communicating and/or overseeing featured personalities and venues.

Outsourcing photographers, writers, and stylists.

Ensuring publication deadlines are met.

Virions & Expressions – Account Manager

2005 – 2008

Creating and implementing PR Plans for various clients.

Writing and editing articles, press kits, and other press material.

Organizing various events.

Managing PR budget and hiring suppliers for a PR campaign.

Coordinating with various celebrities and talents.

Assumption San Lorenzo Family Council

Level Director, Grade 4 (2021-2022)

Class Representative, Grade 5 (2022-2023)

Class Representative, Grade 3 (2020-2021)

SKILLS

Adaptability

Collaboration

Data Analysis

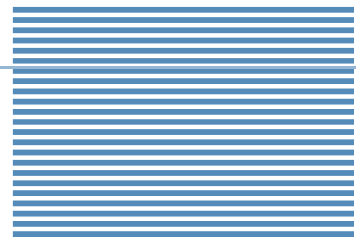
Attention to Detail

Problem Solving

Organization

Interpersonal Communication

Active Listening



I agree to share the above information on any AAA social media platform for purposes of the 2023 AAA Elections.