

Joaquin Quizon

Operations Manager

linkedin.com/in/quizonj
+63 915 334 9516

Summary

7+ years building and running operations across high-growth industries, from global brands like Nike and PepsiCo to Web3 ventures and AI-driven research. Picks up new domains fast and turns that knowledge into operational systems.

Experience

Operations Lead | Saygun Research | Business Intelligence | September 2025 - Present

- Built and ran a market intelligence research operation covering emerging technologies, geopolitics, and financial markets, producing analysis that directly informed investment decisions and organizational strategy
- Established quality and stylistic benchmarks through hands-on production of research reports, scripts, and content, then codified that standard into AI workflows that cut turnaround time by roughly 50% while preserving consistency
- Delivered an external AI-enablement engagement for a consulting client: co-built and presented staff and executive training, owned QA on a three-month tool build, and coordinated across technical and business stakeholders

Business Operations Manager | Passion Fruit | Marketing/Advertising | February 2025 - August 2025

- Developed and implemented internal systems and operational policies to support company scaling, creating instructional materials and onboarding processes that ensure consistent execution across teams
- Managed critical business operations including client billing processes, financial coordination, and resource allocation, working closely with HR and finance to maintain operational efficiency and cash flow
- Designed and launched comprehensive internship program spanning multiple universities, providing strategic consultation on program structure while managing end-to-end recruitment, onboarding, evaluation, and partnership development with academic institutions

Athletic Operations Manager | Titan | Sports Management | May 2024 - February 2025

- Served as the operational point of contact for athlete brand partnerships, coordinating directly with athletes and cross-functional teams to manage the execution and continuity of multi-billion dollar brand deals with Nike and PepsiCo
- Coordinated high-stakes operational logistics across government relations, contract processing, and multi-party stakeholder management, ensuring seamless execution of complex athlete agreements
- Advised athletes on professional licensing best practices while managing financial operations, tax compliance, and payment coordination between athletes, government offices, and accounting teams

Growth Operations Manager | SUKUSUKU K.K. | Web3/FinTech | October 2022 - October 2024

- Developed marketing and community-building strategy, then coordinated execution across marketing associates, community managers, and social media staff to ensure consistent strategic alignment, contributing to 951k+ impressions and 3x expected conversion rates across Southeast Asia
- Oversaw campaign performance tracking, closed beta tester registration and management, and business development across infrastructure, financial, and media partnerships
- Reported portfolio status across multiple concurrent projects directly to executive leadership, building a global community from inception to 30,000+ engaged followers along the way

Independent Business Consultant | Various Industries | April 2019 - Present

- Advise solo founders, startups, and small businesses across food, retail, service, and university sectors on brand development, operational strategy, and growth positioning
- Develop and execute social media and customer acquisition strategies, including content planning and analytics, for clients ranging from university operations to corporate service providers
- Deliver structured AI workshops and build proprietary business tools for clients seeking to integrate AI into operations, combining hands-on training with custom tooling

Skills

- **Stakeholder Relations:** Builds trust across industries, cultures, and organizational levels, turning relationship navigation into strategic partnerships and business outcomes.
- **Research & Analysis:** Sources and synthesizes open-source information across domains, distinguishing credible signal from noise to produce decision-ready research.
- **AI-Augmented Development & Workflow Automation:** Builds custom tools and automated workflows (Git/GitHub, Claude Code, Supabase, Render, Vercel), applying software engineering fundamentals to solve specific operational problems.

Education

A.B. Interdisciplinary Studies (Political Science & History) | Ateneo de Manila University | 2020