

RELLY JHUN RODRIGUEZ

Amazon Seller Central Catalog Specialist

Product Listings • Flat Files • Catalog Compliance • Seller Support

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SUMMARY

Amazon Seller Central Catalog Specialist with several years of experience managing product catalogs for multiple brands across North American and European marketplaces. Focused on keeping catalogs compliant, accurate, and search-visible across large, multi-brand accounts.

WORK EXPERIENCE

Amazon Seller Central Specialist — Catalog Operations | June 2023 – February 2026

Local Amazon Agency, Philippines

- Manage multi-brand Amazon catalogs across North American and European marketplaces, maintaining product data accuracy, listing health, and catalog compliance.
- Create and update product listings through Seller Central and Flat Files, including attributes, categories, content, images, and marketplace-specific catalog data.
- Maintain A+ Content and product media across brand catalogs to support consistent, brand-aligned product presentation.
- Investigate and resolve suppressed, inactive, stranded, and incomplete listings by correcting attributes, images, variation data, and compliance requirements.
- Add and refine backend search terms to keep listings aligned with current Amazon requirements.
- Prepare, submit, and troubleshoot Flat File uploads for bulk listing corrections and catalog maintenance.
- Create and manage Seller Support cases for catalog corrections, listing reactivation, variation issues, and attribute updates.
- Collaborate with cross-functional teams to keep catalog data accurate and consistent across marketplaces.

Amazon Seller Central Virtual Assistant | March 2018 – February 2023

US Client — Apparel/Activewear FBA Store

- Supported day-to-day Amazon catalog operations across the United States, Canada, and Mexico marketplaces.
- Created and maintained product listings across Amazon, eBay, and Shopify while keeping product information consistent across sales channels.
- Processed Amazon Flat File bulk uploads and maintained synchronized product data across Amazon, eBay, and Shopify.
- Built and repaired parent-child variation relationships across multiple product families, resolving structure and attribute issues.
- Updated product images, listing content, and product data to support merchandising and seasonal launches.
- Monitored listing health and resolved suppressed, inactive, stranded, and incomplete ASINs to keep the catalog active and accurate.
- Created and managed Seller Support cases to resolve listing, variation, and product data issues.

EXPERTISE

Amazon Operations: Amazon Seller Central • Catalog Management • Product Listing Maintenance • Product Data Management

Catalog Health & Compliance: Flat File Bulk Uploads • Parent-Child Variations • A+ Content • Catalog Compliance • ASIN Troubleshooting • Listing Health Monitoring • Backend Search Terms • Seller Support / Case Management

Tools: Microsoft Excel • Google Sheets • Asana

EDUCATION

Bachelor of Science in Information Technology | 2006 – 2010

Northeastern College

LANGUAGE

Filipino — Native | English — Professional working proficiency