JETHRO PAULO DIPASUPIL

Workflow Automation Specialist · AI Integration · n8n · Zapier · Make · GoHighLevel
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SUMMARY

I build automation systems that take repetitive manual work off people's plates and run it end to end on their own. I connect the tools a business already uses with n8n, Zapier, Make, and GoHighLevel, then wire in AI where it earns its place: classifying messages, drafting replies, and making routing decisions in real time. I have shipped production systems for a US medical lab and for client work, including a document pipeline that pulls patient records out of a SOAP archive and a sales agent that researches leads and writes outreach unattended. I am comfortable with the unglamorous parts too: JWT auth flows, async API polling, decoding Base64 out of XML envelopes, and the edge cases that decide whether a workflow survives in production.

CORE SKILLS

Automation: n8n (self-hosted and cloud), Zapier, Make.com, GoHighLevel
AI & LLMs: Claude API, OpenAI API, Gemini, ElevenLabs, prompt engineering, structured output parsing
CRM & Data: GoHighLevel, HubSpot, Airtable, Supabase, Asana, Google Sheets, Google Drive, Notion
APIs & Auth: REST, Webhooks, SOAP, JWT, OAuth token exchange, Base64 file conversion, Supabase pgvector
Logic & Delivery: IF / Switch routing, Loop Over Items, Merge, Wait polling, JavaScript code nodes, Gmail, Slack, HTML email

PROJECTS

eBridge Appeals PDF Agent: Automated Patient Document Pipeline

n8n (self-hosted) · Claude · eBridge SOAP API · Adobe PDF Services · Google Drive · OAuth · JavaScript

- Built for a US medical toxicology lab where a 30-patient appeal packet took about an hour of manual lookup, with staff hunting records through hundred-page batch documents by hand.
- One dropped file runs the chain: Claude extracts every patient and date of service, the eBridge SOAP API locates the exact source pages, and Adobe PDF Services splits out one clean PDF per patient.
- Handled the hard parts directly: a 19MB Base64 PDF buried in a SOAP XML envelope decoded in a JavaScript node, full OAuth token exchange, and async polling against Adobe split jobs. Migrated to a self-hosted VPS after cloud n8n hit memory limits on large SOAP responses. The same packet now runs unattended from a single file drop.

AI SDR: Autonomous Sales Outreach Agent

n8n · OpenAI · Gmail · Google Sheets · Airtable · Slack · HTTP Request

- Two-workflow system running the top of the funnel with no person in the loop: pulls pending leads each morning, researches each company over live web data, writes a personalized cold email per lead, then sends and logs it.
- Second workflow watches the inbox, classifies every reply by intent, updates the CRM, and pings Slack the moment a lead shows interest. Cut time to flag a hot reply to a few minutes and removed manual prospecting entirely.

Asana CRM Pipeline Automation: 30-Step Client Journey

Zapier · Asana · AI by Zapier · Gmail · Google Drive · Paths

- Turned a plain Asana task board into a full sales pipeline. A Paths node reads which stage a task moved to and fires the matching action: creating client Drive folders, sending quotations, re-engaging unresponsive prospects, and attaching contract PDFs.
- Thirty steps across five stages from first contact to paid closure, with AI drafting a unique approval email per client and a second Paths node routing closed deals into three onboarding sequences.

AI Support Ticket Triage & Auto-Responder

n8n · OpenAI · Gmail · Slack · Google Sheets

- Real-time triage for a support inbox with no urgency signal. Every email is classified by category, sentiment, priority, and urgency, then logged to Sheets with full metadata.
- Urgent tickets route to Slack with an AI summary and suggested reply; routine ones get a personalized auto-response in seconds. Brought first response time from hours to under a minute.

Dental Clinic Lead Capture & Appointment Automation

GoHighLevel · CRM Pipelines · SMS Automation · Email Workflows · Calendar Booking · Forms

- End to end GoHighLevel build for a local clinic: consultation form to CRM contact to pipeline opportunity, with instant SMS and email follow-up, calendar booking, stage progression, and automated reminders that keep appointments confirmed.

EXPERIENCE

Workflow Automation & Document Assistant · CleanQuest Laboratory (Remote, US-based) 2023 – Present

- Built and deployed the eBridge appeals pipeline now processing insurance appeal packets automatically; handle high-volume documentation under strict accuracy and compliance requirements.

Independent Forex Trader · Self-directed 2022 – 2023

E-commerce Store Owner · Shopify 2021 – 2022

- Ran a Shopify store end to end from listings and orders to customer inquiries, using automation to speed up routine work.

Assistant Manager & Social Media Manager · Mutual Benefits 2020 – 2021

- Supported daily operations, customer service, inventory coordination, and marketing.

EDUCATION, TRAINING & LANGUAGES

Bachelor of Industrial Technology · Batangas State University · 2020
Technical Virtual Assistant Bootcamp · Workflow automation, CRM systems, prompt engineering · Filipino (Native), English (Fluent)