

Creative and motivated individual with an entrepreneurial spirit fascinated by business and technology. Driven to exceed expectations and deliver consistent, high-quality results. Excellent communicator and leader, gifted business developer, and talented networker, experienced marketing manager, and multimedia producer.

Founder and CEO

*My Business Name LLC
City, CA
2012 – Present*

- Oversee all aspects of operating a technology start-up including product and business development, marketing, planning, product design, ecommerce and sales, and financial planning.
- Increase sales through targeted marketing efforts and strategic planning.
- Create collaborative and innovative environment to promote growth, quality, and brand and product success.

Talent, and Promotions

*AM Station Call Letters
Sept 2011 – 2013*

- Marketing and event coordinator, and establishing a listener-station connection
- Hosted of a weekly radio show every Saturday night
- Coordinate events coverage and live broadcasts
- Conduct promotional on-air giveaways

Producer

*Station Name
Shows Name
Sept 2011 – Dec 2012*

- Provide attention-grabbing daily headlines and audio highlights for talent.
- Manage all aspects of website including media uploads, coding, and SEO.
- Deliver an engaging show with all the latest headlines developed specifically for a target audience.

Producer

*Station Name
Shows Name
Nov 2008 – Sept 2011*

- Communicate with agents and agencies to book guests for a nationally syndicated show with extensive contracts.
- Cut and edit podcast, air checks, liners, and promos.
- Update and manage website, including content and SEO.
- Filter callers to be placed on-air with the host.
- Meet and exceed expectations in a high-pressure, fast-paced environment.

News Media & PR

*Agency Name
Sept 2006 – Feb 2009*

- Compile comprehensive artist press kits for various media outlets.
- Update BlogSpot page to keep site updated with current events.
- Provide comprehensive public relations including event management, and creating positive customer and business relationships.

KEY SKILLS

Business Development
Product Design
Project Management
CSS
HTML 5
Adobe Illustrator
Adobe Photoshop
Multimedia Management
SEO Optimization
Marketing Management
Networking and Relationship Development
Photography
Writing