

ROBERT SMITH

Digital Media Coordinator

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Dedicated and meticulous Videographer Editor with extraordinary eye for detail and an excellent record of employer satisfaction. Comprehensive experience with all aspects of video production and post- production. Proven ability to handle a variety of simultaneous projects and work under high-pressure deadlines.

CORE COMPETENCIES

HTML5, Modernizr, Selectivizr, LESS, Responsive, CSS3, AngularJS, JQuery, JSON, AngularJS, Photoshop, Dreamweaver.

PROFESSIONAL EXPERIENCE

Digital Media Coordinator

ABC Corporation - November 2013 – January 2016

Key Deliverables:

- Handled project management.
- Web designed and developed for all external-facing.
- Responsible for web application architecture.
- Developed brand awareness, generated inbound traffic and encouraging product adoption via social media posts.
- Reported various social media metrics using a variety of digital analytics and media tracking tools.
- Coordinated with internal marketing & public relations teams to support their respective campaigns, and ensuring consistency in voice and cultivating an engaged social community.
- Measured and analyzed digital content effectiveness.

Digital Media Coordinator

ABC Corporation - 2009 – 2013

Key Deliverables:

- Heimlich's social media pages Determining where new and existing content would be needed Monitoring all content to make sure it is responsive to the .
- Supplies written content, photography, and video for internal communications, social media, the website(s), blogs, and news releases.
- Established SEM campaigns in Google AdWords Created Traffic Reports using Google Analytics Created email campaigns using SendInBlue and MailChimp .
- EA to SVP of Digital - manage calendar.
- responsible for phone calls, travel and invoices Assist with project coordination for all fashion, lifestyle.
- Some database design/programming and development.
- Spearheaded multimedia projects to support immediate marketing goals.

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EDUCATION

- BA in Graphic Design - 1995(University of Oregon - Eugene, OR)