

Event Consultant

ROBERT SMITH

Phone: (123) 456 78 99

Email: info@qwikresume.com

Website: www.qwikresume.com

LinkedIn: [linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)

Address: 1737 Marshville Road,
Alabama

Objective

Possess experience as a project manager, sales coach, community leader, event planner, social media manager where I manage organizations, teams as well as acts team player.

Skills

Problem Solving, Account Management.

Work Experience

Event Consultant

ABC Corporation - October 2015 – March 2016

- Helped clients with events such as holiday parties, receptions, anniversary parties.
- Planned to decorated to executed each event with professionalism.
- Managed clients to solve problems in a pinch, provided excellent customer service with personal accounts as well as large client accounts.
- Helped each member out with their events as time permitted.
- Executed above and beyond to make each client event feel extra special.
- Worked as an event planner and social media strategist for clients.
- Devised social media plans for clients to raise awareness by creating a buzz in the community.

Event Consultant

Delta Corporation - 2010 – 2015

- Initiate verbal and written communication with potential clients through networking.
- Conceived, organized, and executed special affairs and social gatherings.
- Special Events skin and Makeup Specialist -Educate and assist Customer Concerns .
- Assist clients with all aspects of event planning Put together events onsite with crew .
- Book and organize events Market upcoming events in order to generate revenue.
- Assist in building a promotion team and booking artists.
- Responsible for Planning and staging, including design concepts, corporate directed marketing.

Education

Diploma - youth education - (Heartland Baptist Bible College)