



MIA TAYLOR

Event Planning Manager

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PROFESSIONAL SUMMARY

Dedicated Event Planning Manager with a decade of experience in designing and executing high-profile corporate and social events. Expertise in strategic logistics, client partnership cultivation, and budget management, consistently driving revenue growth. Committed to creating unforgettable experiences that align with client objectives and enhance brand visibility.

WORK EXPERIENCE

Event Planning Manager Apr / 2019-Ongoing
Pineapple Enterprises Santa Monica, CA

- Organized and maximized \$12M in catering event revenue through strategic planning and resource allocation.
- Created and implemented customized wedding and resort amenity packages, enhancing revenue streams.
- Conducted weekly resume meetings with department heads to ensure alignment on event specifications.
- Executed pre- and post-convention meetings to evaluate event performance and identify areas for improvement.
- Managed a team of 75 event professionals, overseeing the execution of diverse events including weddings, corporate gatherings, and trade shows.
- Collaborated with Culinary and Stewarding teams to guarantee the timely and flawless execution of all events.
- Established departmental SOPs for high-end gala events, accommodating up to 1,200 guests, ensuring exceptional service delivery.

Event Planning Manager Apr / 2015-Apr / 2019
Cactus Creek Solutions Phoenix, AZ

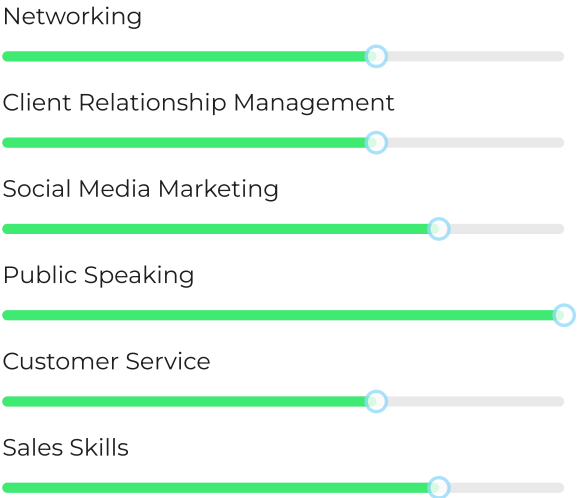
- Oversaw the execution of all group events contracted by the Sales Department, ensuring seamless delivery of services.
- Acted as the primary liaison between clients and hotel departments to fulfill service agreements.
- Took complete responsibility for the successful production of assigned group events through effective coordination.
- Prepared comprehensive event documentation to meet client expectations and coordinated with relevant hotel departments.
- Contributed to the Select Service & Extended Stay Event Team, generating \$43 million in revenue in 2010-2011.
- Organized seven Art Shows, enhancing production and program visibility through targeted marketing.

EDUCATION

Bachelor of Arts in Event Management Apr / 2012-Apr / 2015
University of California Denver, CO

Focused on event planning, marketing strategies, and logistics management.

SKILLS



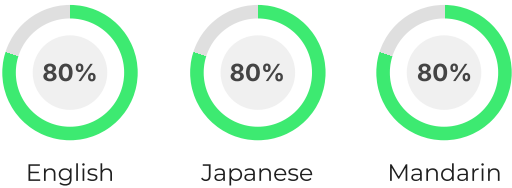
INTERESTS

- 🎧 Podcasts 🌐 Language Learning
🎵 Dancing 🚴 Cycling

STRENGTHS

- 🔧 Intuition 👥 Leadership
🎧 Listening 👤 Mentorship

LANGUAGES



ACHIEVEMENTS

- 🌟 Increased event revenue by 20% through innovative package offerings and strategic partnerships.
- 🌟 Successfully coordinated over 200 events annually, exceeding client satisfaction ratings by 30%.