TYRONE CONRAD

MARKETING ASSISTANT

PROFESSIONAL SKILLS

Copywriting Corporate blogging Project management Team management Market research Communication skills Networking expert Collaborative nature

PERSONAL SKILLS

Creative spirit Reliable and professional Organized Time management Team player Fast learner Motivated

CONTACT

+1 765 908 9900 hello@tyroneconrad.com www.tyroneconrad.com

REFERENCES

CARL FERNANDEZ L-Corp, Manager carlfernandez@lcorp.com

STEPHANIE GEORGIA John-Leonard Corp., Manager stephaniegeorgia@email.com

PATRICK SUAREZ World Mark Inc., HR patrick.s@email.com

PROFILE

Extremely motivated to constantly develop my skills and grow professionally. I am confident in my ability to come up with interesting ideas for unforgettable marketing campaigns.

EXPERIENCE

MARKETING & COMMUNICATIONS ASSISTANT

Cypress Communications | Feb 2013 - Dec 2014

Maintained and organized numerous office files Constantly updated the company's contact and mailing lists Monitored ongoing marketing campaigns Monitored press coverage

MARKETING ASSISTANT

World Mark Inc. | Apr 2012 - Jan 2013

Handled the company's online presence – regularly updated the company's website and various social media accounts Monitored ongoing marketing campaigns Prepared presentations for prospective clients

EDUCATION

BACHELOR OF ARTS, MAJOR IN MARKETING, MINOR IN COMMUNICATIONS University of Dundee | 2009 - 2013

AWARDS

MOST OUTSTANDING COMMUNICATIONS EXPERT Cypress Communications | Dec 2014

BEST INTERN World Mark Inc. | Jan 2013