

Christine Gates

Marketing assistant resume

KNOWLEDGE OF

Commercial awareness

Writing press releases

Market research

Brand marketing

Event management

Merchandising

Marketing strategies

Email marketing

Telesales

Copywriting

Promotional events

PERSONAL SKILLS

Well presented

Relationship building

Deadline led

Determined

Ambitious

PERSONAL DETAILS

*Christine Gates
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CAREER OBJECTIVE

An articulate and quick thinking young person who has a natural flare for being able to communicate and build relationships with potential clients. Christine is creative, innovative and willing to contribute ideas and professional opinion to any project. She is more than able to aid senior marketing executives with their promotional efforts, advertising campaigns and public relations initiatives. She is presently looking for a suitable position with an exciting & ambitious company.

ACADEMIC QUALIFICATIONS

<i>Coventry North College</i>	<i>2011 - 2012</i>
Diploma in Digital Marketing	Pass
<i>Birmingham South High School</i>	<i>2008 - 2011</i>
Maths	Pass
English	Pass
Geography	Pass
Physics	Pass

MARKETING SKILLS ACQUIRED WHILST STUDYING

- Supporting the Sales Manager and Marketing Team in all aspects of their work.
- Handling sales phone calls and e-mails.
- Attending and presenting a company at trade shows and marketing events.
- Assisting with the copy writing of marketing materials.
- Building an understanding of a customer and clients requirements.
- Assessing the results of a marketing campaign.
- Writing reports, company brochures and similar documents.
- Using social media and blogging for marketing purposes.
- Communicating with clients in a professional manner.
- Setting up exhibition stands.
- Maintaining the marketing database of clients and contacts.

KEY ATTRIBUTES

- Responding proactively to new opportunities and challenges.
- Excellent written communication skills, particularly for a sales audience.
- High level of computer proficiency and demonstrable working knowledge of Microsoft Office
- Ability to plan, organise and work to deadlines.
- A strong team player who can also work alone with minimum supervision.

SELECTED ACHIEVEMENTS

Professional Certificate in Marketing.
Won an award at school for creative writing.
Fluent French and Spanish speaker

HOBBIES & INTERESTS

Christine is a highly driven individual who likes to take part in competitive sports. She regularly enters Karate competitions, a sport that she has been training in for over three years. She is very sociable and has a wide circle of friends.

REFERENCES – Available on request.



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