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| **Donald Jobs** | |
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| No.67, Lane123 Job Rd.,District, Shanghai | 200070 | (+86) 138-0000-0000 | service@qiaobutang.com | |
| EDUCATION  MARKETING / ENTERTAINMENT EXPERIENCE  OTHER WORK EXPERIENCE  PROFICIENT IN | Columbia college Chicago  Bachelors of Arts MUSIC BUSINESS MAJOR, MARKETING MINOR  Anticipated Graduation: May 2013   |  |  | | --- | --- | | Schubas Tavern / Lincoln Hall | AUGUST 2012 - JANUARY 2013 |   CHICAGO, ILLINOIS  ‘stache MediaLifestyle Representative   * Updated print promotion and production schedules for nightly shows in each venue * Assisted in archiving artist contracts and riders in addition to preparing artist hospitality * Reviewed artist demos to assist talent buyer with booking for each venue  |  |  | | --- | --- | | Sony Music Entertainment/RED Distribution | DECEMBER 2011 - APRIL 2012 |   CHICAGO, ILLINOIS  ‘stache Media Lifestyle Representative   * Engaged with consumers through cross-platform direct marketing efforts, including experiential and digital efforts * Compiled reports including marketing efforts for lifestyle tour campaigns to be sent to the artist’s label  |  |  | | --- | --- | | Do 312 | DECEMBER 2011 - AUGUST 2012 |   CHICAGO, ILLINOIS  Marketing and Content Intern   * Produced content for brand site while assisted in cross-checking venue websites * Attended shows and special events to direct marketing the Do312companyand similar up coming shows * Promoted Do312events, blogposts, and special events through social media outlets  |  |  | | --- | --- | | Empower Public Relations | AUGUST 2011 - DECEMBER 2011 |   CHICAGO, ILLINOIS  Public Relations Intern   * Grew and developed social media outlets for clients * Wrote weekly pitches for an array of clients to be sent to major media platforms * Engaged with media to secure segments for clients  |  |  | | --- | --- | | Bel 50 | OCTOBER 2012 - PRESENT | | Belden Deli | FEBRUARY 2012 - SEPTEMBER 2012 | | Noodles & Company | APRIL 2007 - JANUARY 2012 |   Adobe InDesign and Photoshop, Microsoft Office, AP Style, Social Media Platforms, Spanish language (conversational) |