

JOY PETER

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Location: Lagos, Nigeria

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LinkedIn: Joy Ayobami Peter on LinkedIn

Portfolio: Event Management Portfolio

Professional Summary

A highly organized and creative Event Coordinator with extensive experience in managing diverse events from concept to execution. Founder of Dream the Moment Event and Style, with a proven track record of delivering exceptional experiences tailored to client needs. Skilled in vendor management, budgeting, team collaboration, and delivering unique aesthetics. Passionate about creating memorable moments through meticulous planning and innovative designs.

Skills

Event Planning and Coordination

Team Leadership and Collaboration

Vendor and Supplier Relations

Time Management and Multitasking

Creativity and Aesthetic Design

Professional Experience

Ruru world event

Event Manager, Benin, Nigeria 2023 – Present

Orchestrated a variety of events, such as weddings, corporate gatherings, and private celebrations, from start to finish.

Partnered with florists, stylists, and various vendors to create custom event designs.

Achieved outstanding client satisfaction by customizing events to meet unique preferences and styles.

Artistry Creamy Pastry and More

Event Coordinator (Freelance) 2022– 2023

Supported the coordination of culinary events, including new product launches and tasting sessions.

Managed logistical aspects such as scheduling, vendor coordination, and on-site supervision.

Elevated guest experiences through the development of interactive and engaging event concepts.

Danbee collections

Customer Relations Manager Lagos, Nigeria 2024 – Present

Fostered positive client relationships, providing a personalized and professional approach to event planning.

Served as the main point of contact for inquiries, promptly addressing concerns.

Education

Higher National Diploma in Mass Communication, the federal Polytechnic Bauchi, Bauchi, Nigeria.

Certificate of Excellence in Sustainable Development Goals, SDG.

Certificate of completion in Event Management, Edojobs/Ruru world events.

Volunteer Work

Event Coordinator Community Development Projects

Organized awareness campaigns and events in collaboration with local organizations.

References

Mr. Adebola Isiaka Director, Proone Travels and Tours Phone: 0805 091 8956

Mr. Victor Edet Businessman Phone: 0812 220 25038