



Säde-Lee Räst

Community manager/Marketing assistant

PROFILE

Highly motivated and skilled professional with a passion for social media management and digital marketing. Equipped with extensive customer service experience and a strong self-taught background in Canva and Lightroom. Proficient in utilizing various Microsoft Office tools and AI to enhance productivity.

As a content creator for the past year, I've gained valuable expertise in social media planning and content development. I thoroughly enjoy crafting engaging and visually appealing content for diverse social media platforms. I'm eager to embrace new challenges and remain up-to-date with the latest trends in the digital landscape.

CONTACT

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- sadelee.rast@gmail.com
- IG @sadelee.rast
- driving license B, B1
- Barcelona, Spain

EDUCATION

- Complete internet marketing training. Ettevõtluskeskus (2022)
- Masterreels course. Insta Couch Mike (2021)
- Diploma of professional higher education in **Entrepreneurship and Project Management**. University of Tartu (2018-2021). Estonia

LANGUAGES

- Estonian (C2)
- English (C1)
- Spanish (B1/B2)
- Catalan (A2)
- Russian (A1)

COMPETENCES

- Teamwork & cooperation
- Communication & organization
- Independent learning
- Creativity & content creation
- Copywriting
- Social media planning

IT SKILLS

- WordPress, Microsoft Office Suite
- Adobe Lightroom, Canva, Capcut
- Instagram, TikTok, Facebook, Youtube
- Notion, Slack, AI
- SEO

WORK EXPERIENCE

Content creator. Spain, Barcelona
Beder (2022-) / Fat Tire Tours (2023-)

- Content creation and video editing
- Socialmedia planning
- Copywriting

Sales assistant. Spain, Barcelona
Inditex (2023)

- Maintaining store condition and visual standards
- Store stock management
- Ascertaining customers' needs and wants
- Preparation of sales

Tourist entertainer. Spain, Pineda de Mar
Gestihotels Alegria SL (2019)

- Leading of activities and excursions
- Participation in shows and presentation with microphone
- Organization of shows and activities

Costumer service specialist. Estonia
Bali OÜ (2020-2021)

- Sale of accessories for phones and tablets
- Store stock management
- Registration of phones and tablets for repair
- Organization of the website and updating of data
- Preparation of price lists

Assistant project manager. Estonia
MTÜ Academia Pernaviensis (2020)

- Participation in the discussions of business concept and developing it as a representative of a target group
- Updating the website and creating content
- On-site organization of events

Tourist entertainer. Spain, Pineda de Mar
Gestihotels Alegria SL (2019)

- Leading of activities and excursions
- Participation in shows and presentation with microphone
- Organization of shows and activities

Sales advisor. Estonia
Dada Gopal OÜ (2018-2019)

- Participation in the development of the store sales by providing personalised advice to the costumer
- Implementation of merchandising respecting the universe and the image of the brand
- Store stock management

Administrative back office. Estonia
Jardin OÜ (2018)

- Data research and maintenance
- Updating the website
- Organization of e-commerce platform