ADMINISTRATIVE SUPPORT SPECIALIST (MARKETING & TRAINING) ADMINISTRATIVE SUPPORT SPECIALIST (MARKETING & TRAINING) Marketing and Digital Media Professional Somerset, KY Authorized to work in the US for any employer Work Experience ADMINISTRATIVE SUPPORT SPECIALIST (MARKETING & TRAINING) The Center for Rural Development -Somerset, KY 2017 to Present Successfully created a new logo for one of The Center's youth programs, Rogers Explorers Created and implemented a marketing plan for client to run over the course of seven months Helped obtain over \$18,000 worth of grant funding Managed invoices and oversee the management of constant contact system for training department Manage social media planning for execution of marketing strategies and community Monitor online presence of The Center's brand awareness via Facebook and social media Database Administrator Oxford Government Consulting - Mount Vernon, KY 2016 to 2017 Transferred Veterans' medical documents to digital copy format, for them to receive better health care Editor (Undergraduate) UNIVERSITY OF KENTUCKY - Lexington, KY August 2012 to December 2014 Education Master's in Information Technology University of the Cumberlands - Williamsburg, KY January 2019 to Present Bachelor's in English Literature University of Kentucky - Lexington, KY August 2009 to May 2014 Skills MARKETING (2 years), CRM (2 years), CUSTOMER RELATIONSHIP MANAGEMENT (2 years), Social Media, Email Marketing, Digital Marketing, Photoshop, Indesign Links http://Linkedin.com/in/natalie-pitman Additional Information Business Development Grant Writing EventBrite MailChimp Campaigns CRM (HubSpot) Strategic Planning Social Media Management Marketing Analytics

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