



TAYLOR ADAIR

Professional

ABOUT ME

Strong, creative and organized. Team player with an eye for detail. Enthusiastic, self motivated and reliable with a strong background in marketing, events as well as project management.

CONTACT

☎ 760.909.8444
✉ t.paige.adair@gmail.com
📍 Cedar Park | TX

EDUCATION

RMCAD

BA - Interior Design
207 - 2019

College of the Desert

AA - Communications
2013 - 2015

ECE - 60 Credits

SKILLS

- Marketing
- Creating
- Organizing
- Management
- Event planning and decor
- Communications
- Customer service
- Photography and editing
- Design
- Creative writing
- Advertising
- Merchandising

EXPERIENCE

Marketing and Events Manager 2022 - 2022

SunLine Co.

- Marketing, budgeting, and advertising.
- Manage website design, content, SEO Marketing, and social media.

Project Manager 2021 - 2021

Commercial Lighting

- Estimating, project management and customer service.
- Distribution of light fixtures, tracking, and follow up.
- RFI's, submittals, and value engineering.

Estimator and Project Manager 2020 - 2021

Priority Lighting

- Estimating, value engineering, fixture counts, and lighting design.
- Project management and tracking.

Marketing and Events Manager 2017-2020

Troon Golf

- Marketing, event management, advertising and social media.
- Merchandising, inventory, sales and customer service.

Styling and Retail Associate 2015 - 2017

Anthropologie

- Sales, merchandising, styling, advertising, customer service.

Administrative Assistant/Student 2012 - 2013

Joshua Tree National Park

- Payroll, billing, customer service.

REFERENCES

Available upon request