



DEBRA WOLFORD

Digital Marketing Coordinator

PUEBLA, MEXICO



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+52-1-222-154-9733



EDUCATION

Animal Sciences BSc
Completed 2nd out of 3rd year
Wageningen University 2011-2013

AP Scholar with Honors Graduate
Graduated in top 10% of class
Hockinson High School 2010

SKILLS

MAC/PC SYSTEMS

MICROSOFT OFFICE

WORDPRESS

REMOTE WORK

ADOBE PREMIERE

BASIC HTML/CSS

SOCIAL MEDIA

GOOGLE ANALYTICS

EXPERTISE

TRANSLATING DOCUMENTS

CREATING ONLINE CONTENT: BLOGS,
E-MAILS, SOCIAL MEDIA POSTS,
IMAGES, AND VIDEOS

CUSTOMER SUPPORT

MULTILINGUAL (NATIVE ENGLISH,
FLUENT DUTCH, BASIC SPANISH)

EXPERIENCE

PETA NETHERLANDS PROJECT COORDINATOR

- Provided campaigns and marketing support for Fundraising Department by posting relevant content on PETA.nl and sending e-news or other Action Alerts to supporters
- Managed Twitter and Facebook accounts for PETA Netherlands
- Created social media images and videos, and did voiceovers for videos when necessary
- Occasionally organised demonstrations and billboard campaigns
- Translated text from Dutch to English and English to Dutch

PETA UK

REMOTE

09/2017-
PRESENT

PETA NETHERLANDS MEMBERSHIP COORDINATOR

- Monitored the mail, e-mail account, phone, and voice-mail, and responded to all queries
- Generated letters and e-mail correspondence in Dutch, including donor updates and acknowledgement letters
- Processed all PETA Netherlands donations and bank statements
- Assisted in coordinating copy and artwork for the Fundraising Department
- Translated text from Dutch to English and English to Dutch

PETA UK

LONDON, UK

01/2017-
09/2017

CANON UK CUSTOMER SERVICE REPRESENTATIVE

- Provided technical product support to customers over the phone and via e-mail
- Handled customer complaints
- Submitted and processed orders for business products
- Employee of the month 06/2015

ARVATO

VENLO, NL

07/2014-
01/2017