

## LINKS

- Portfolio: [www.itsmeleo.com](http://www.itsmeleo.com)
- LinkedIn: [www.linkedin.com/in/leolamnguyen/](http://www.linkedin.com/in/leolamnguyen/)

## SKILLS

Decision Making	Web development projects
Adobe Creative Suite	Advanced MS Office Suite
Problem resolution	Web Design
Relationship development	UX Design
Social Media Technologies	HTML CSS

## VOLUNTEER WORK

- 2015: The 7th European - Vietnamese Documentary Film Festival
- 2017: Toronto International Film Festival (TIFF)
- 2018: Toronto International Film Festival (TIFF)

## EDUCATION

**Post-Degree Certificate** - Website Development • *Humber College*  
Toronto, ON • 09/2022

**Bachelor of Creative Advertising** - Advertising • *Humber College*  
Toronto, ON • 08/2021

## PROFESSIONAL SUMMARY

Performance-driven advertising/web design student motivated to solve all web-based needs. Have experience in creating designs, sample layouts and concepts and generating new ideas with limited direction. With superior work ethic and good teamwork, problem-solving and organizational skills. Proficient in developing consumer-focused websites using HTML, CSS, PHP and JavaScript.

## PROFESSIONAL EXPERIENCE

**Social Media Intern** • *Admission Hub*

Toronto, ON • January 2021 to July 2021

- Responded to comments, posts and questions from various channels under the supervision of the Social Media Manager.
- Created engaging content to catch the attention of potential customers.
- Conducted daily updates to social media profiles to boost company online presence.
- Analyzed trends in social media posts and followers to maximize views.
- Created content strategies for digital media.

**Marketing Intern** • *CheaprEats*

Toronto, ON • June 2020 to August 2020

- Tracked and analyzed web analytics to recommend proactive adjustments to strategies.
- Worked with other team members to synchronize web presence with brand identity and logo.
- Designed graphics for websites, logos and promotions for marketing purposes.
- Collaborated with team members to help expand marketing channels.
- Performed market analysis and researched latest trends.

**Marketing Intern** • *Campbell Immigration Law Firm*

Toronto, ON • June 2019 to August 2019

- Contributed to mock-ups, email campaigns and social media content.
- Designed and presented social media campaign ideas.
- Stayed updated with the latest marketing concepts and techniques.
- Designed graphics for websites, logos and promotions for marketing purposes.
- Provided administrative support to senior staff including creating proposals and organizing documentation.