**MARIA EDUARDA SILVA**

**Contact:** mariaeduarda\_rodrigu@stu.indianhills.edu | 575-747-3312 | Ottumwa, IA

<https://github.com/madu1610> **|** [linkedin.com/in/maria-eduarda-silva-6b9655293](https://www.linkedin.com/in/maria-eduarda-silva-6b9655293)

**PROFILE**

Passionate Interactive Media Technology student at Indian Hills Community College, currently developing skills in content creation, social media management, and digital marketing. Experienced in social media management and research, committed to using my expertise to drive innovation in digital media and technology. Seeking an internship opportunity in strategic content creation and digital marketing to help grow organizations online presence and engage with diverse audiences. Bilingual in Portuguese and English with intermediate Spanish.

**EDUCATION**

**A.A.S., Interactive Media Technology, GPA 4.0, Anticipated May 2025**

**A.A., Arts & Sciences, GPA 4.0, Anticipated May 2025**

Indian Hills Community College, Ottumwa, IA

* Honors: President’s Honor List, 4th consecutive time elected

**CERTIFICATIONS**

* Advertising on Facebook, LinkedIn, 2024
* Collaborative Leadership, LinkedIn, 2024
* Leading in Crisis, LinkedIn, 2024
* Setting Up Your Podcast for Long-Term Success, LinkedIn, 2024
* The 10 Essentials of Influence and Persuasion, LinkedIn, 2024
* Social Media Marking, HubSpot Academy, 2024

**EXPERIENCE**

**Library Assistant**

Indian Hills Community College, Ottumwa, IA, Dec 2024 – Current

* Greet and assist visitors at the library with a professional and welcoming attitude.
* Provide guidance and assistance to students while managing the check-in and check-out of books.

**Social Media Manager**

Indian Hills Men’s Soccer, Ottumwa, IA, Aug 2023 – Current

* Increase engagement through content creation, resulting in growth of shares, saves, and followers.
* Develop strategic social media plans and monitor content for consistency across platforms.
* Analyze social media metrics to optimize content and boost interaction.

**Social Media Manager**

Indian Hills Community College Student Life, Ottumwa, IA, Jun 2024 – Current

* Create and manage content to engage students and enhance campus activity visibility.
* Work closely with the student life team to address the communication gap and increase event participation.

**Front Desk Assistant**

Indian Hills Community College, Ottumwa, IA, Nov 2023 – Current

* Greet and assist visitors at the Success Center with a professional and welcoming attitude.
* Function as the first point of contact for new visitors, providing guidance and assistance.

**SKILLS**

Social Media Management

User Research

Market Research

Content Creation

Digital Design

CSS

HTML

Branding

Social Media Analytics

Responsive Design

Digital Marketing

Adobe Creative Cloud

**NOMINATIONS**

2024-2025, PTK All-USA/Coca-Cola Academic Team

2024-2025, PTK All-Iowa Academic Team Scholarship