EDUCATION: Northeastern University, College of Arts, Media, and Design | Boston, MA

- Graduate Major: Media Innovation and Data Communications (Expected 2025)
- Undergraduate Major: Communication and Media Studies | Minor: Marketing (May 2024)
- Honors: GPA: 3.7, Magna Cum Laude, Dean's List (All Semesters)

EXPERIENCE

Marsh McLennan | New York, NY : Internal Communications Intern | January 2023 – June 2023

- Developed and executed strategic internal communications plans to engage a global audience of 85,000+ employees across newsletters, intranet, and executive messaging.
- Partnered with **cross-functional teams (HR, Marketing, and Leadership)** to drive alignment on corporate initiatives, product launches, and talent engagement.
- Managed internal communication channels, including Slack, Glassdoor, and Instagram Careers, driving a 15% increase in employee engagement.
- Assisted in the planning and execution of high-profile internal events, including town halls, fireside chats, and leadership Q&A sessions.

Harvard University | Cambridge, MA : Multimedia Technician | January 2022 – May 2022

- Supported content production and event live streams for key university functions, including graduation and high-profile speaker events.
- Provided technical troubleshooting and media expertise to enhance event accessibility and engagement.

Northeastern Media Center | Boston, MA: Media Hub Manager | October 2021 – Present

- Manages internal communications and training for students, ensuring seamless access to media equipment and resources.
- Trains students on video production, graphic design, and content creation to elevate their storytelling capabilities.
- Collaborates with faculty and students to execute university-wide content projects.

KEY SKILLS

- Internal Communications & Content Strategy: Experience developing engaging narratives, newsletters, intranet content, and leadership messaging.
- Storytelling & Brand Culture: Skilled in crafting content that builds company culture and resonates with employees.
- **Technical & Design Proficiency**: Adobe Photoshop, Premiere, Canva, Microsoft Office, SharePoint, R, SPSS, Social Media Strategy.
- Languages: Spanish (Fluent), French (Intermediate).