

Rami Shoula

Event Planner

Profile

Passionate and experienced Event Planner bringing forth several years of experience planning, coordinating, and overseeing various sorts of events. Adept at full event management, assisting clients from event conception to fruition. Detail oriented and able to manage several projects at once. Experienced in developing strong and fruitful relationships with clients and vendors. Wholly focused on client satisfaction and event success.

Employment History

Event Planner at Jaycee's Events, New York

April 2013 — October 2019

- Interviewed clients to assess their desires and needs regarding their event.
- Created client files and maintained meticulous organization of event documents.
- Directed the planning and execution of all aspects pertaining to events.
- Developed and maintained strong relationships with several vendors during a span of five years.
- Carefully managed budgets and schedules.
- Worked to provide extraordinary planning services to clients and achieve high levels of client satisfaction.

Wedding Planner at North Star Wedding Services, Boston

March 2009 — March 2013

- Met with clients to provide an initial consultation regarding their Wedding.
- Showed clients various slideshows for inspiration.
- Worked with clients tirelessly to ensure they felt fully supported and at ease during the time before the wedding.
- Scheduled vendor appointments, handled follow-ups, picked up items, and coordinated with other professionals to guarantee a seamless event day.

Education

Bachelor of Communications, Boston College, Boston

August 2005 — May 2009

High School Diploma, St. Catherine's Academy, Boston

September 2001 — May 2005

Internships

Intern at Springfield Events, Boston

September 2008 — March 2009

Details

romioshoula@gmail.com

Skills

Project Management Skills

Visual Design Skills

Advanced Communication Skills

Planning Skills

Adaptability

References

Jaycee Smith from Jaycee's Events

jaycee@jayceesevents.com · 212-283-0922

Max Quinn from North Star Wedding Services

maxq@northstarwed.org · 781-228-3451

Dr. Desmond DeMaria from Boston College

demaria@bostoncollege.edu · 781-226-3736