

Veda Palaparty

310-911-1234 | johndoe@gmail.com

SUMMARY OF QUALIFICATIONS

- 1 year of experience in market research and client relations
- Used market analytics to pursue leads and successfully convert them
- Proficiency in Microsoft Word, Excel, and PowerPoint

EDUCATION

Bachelor of Science in Biology
Double Minor in Business and Psychology
University of California, San Diego

June 2024

PROFESSIONAL EXPERIENCE

Designed client onboarding materials, and initial offering packets

- Effectively created onboarding materials tailored to a company's specific needs
- Modified existing service offerings to comply with everchanging client needs
- Guided clients through onboarding and initial client offering processes

Implemented Social Media projects to increase media presence and visibility

- Designed social media content which effectively grew public following
- Analyzed current markets to better identify target market groups
- Developed incentives program to entice potential leads

Generated informational packets for lead generation and conversion

- Created dozens of service offering combinations to attract new leads
- Used SEO and social media metrics to pursue credible leads
- Compiled productivity metrics to retain clients for future projects and encourage referrals

EMPLOYMENT HISTORY

Marketing and Client Relations Intern, Everconnect Data Systems,
Orange County, California

June 2022-Present

Research Assistant, Wahlin Laboratory, La Jolla, California
ER Volunteer, St. John's Pleasant Valley Hospital,
Camarillo, California

September 2021-Present

November 2018- July 2019

CAMPUS & COMMUNITY INVOLVEMENT

Social Chair, UCSD Pushpanjali
Co-Founder, Conejo Valley Teen Volunteer Group
Founder, Pediatric Illness Coalition

November 2021-Present

November 2018-March 2020

September 2018-June 2019