

STEPHANIE GUEVARA



CONTACT

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SKILLS

- Advertising
- Photo & Video Editing
- Social Media Management
- Illustration
- Content Writing
- Customer Service

TOOLS

- Canva
- Adobe Creative Cloud
- Microsoft Office
- Google Suite
- Social Media Platforms:
Instagram, Snapchat,
Facebook, Twitter,
TikTok

EDUCATION

- **B.A. IN NEW MEDIA AND DIGITAL DESIGN**
FORDHAM UNIVERSITY
NEW YORK, NEW YORK
 - 2019-2023
- **HIGH SCHOOL DIPLOMA**
TOWNSEND HARRIS HIGH SCHOOL
FLUSHING, NEW YORK
 - 2015-2019

LANGUAGES

- Spanish
 - Professional Working Proficiency

PROFILE

I am currently a recent graduate from Fordham University, having majored in New Media and Digital Design with a concentration in commerce. With all of the courses I have taken and all of the skills I have learned, I aim to pursue a future career in Social Media and marketing management.

EXPERIENCE

SLIDE JEWELS, BRAND AMBASSADOR August 2022- Present
Remote

- Generating brand awareness through word-of-mouth marketing
- Contributing to providing feedback and insight on new products/services
- Promoting the brand and their monthly subscription box via personal social media accounts

PRESTIGE 5TH AVE DENTAL, OFFICE RECEPTIONIST May 2021- Present
New York, New York

- Developed strong patient relations by providing the highest level of customer service and dental care.
- Using Patterson Eaglesoft software to quickly and accurately input information into a database in a fast-paced work environment.
- Followed up on unresolved account balances to bring revenue in for the office
- Manage all daily emails, incoming faxes, incoming mail, outgoing mail, and service calls.

CURA ISSUE 22: BOUNDLESS, SOCIAL MEDIA CORDINATOR February 2021 - May 2021
Remote

- Developed and curated engaging content for social media platforms that promoted the magazine's newest launch.
- Assisted in the creation and editing of written, video, and photo content.
- Interacted with users and responded to social media messages, inquiries, and comments.

HONORS AND ACTIVITIES

- Summa Cum Laude Graduation
- Fordham Jogues Scholarship 2019- 2023
- Robert & Jolene Caspar Scholarship 2019- 2023
- Fordham Dean's list 2019- 2023

RELEVANT COURSE WORK

- Creative Coding
- New Media and Digital Design
- Digital Technologies and Emerging Media
- Graphic Design and Digital Tools
- Digital Media and Promotional Communication
- Digital Production for New Media