

Anissa Rodriguez

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SUMMARY

Enthusiastic, I am a go getter and a fast learner, I love to keep myself busy and productive, willing to grow with the company and bring out all my skills. Ability to multi-task, team player, entrepreneurship.

SKILLS

- French
- English
- Spanish
- Word, Excel, PP
- Photoshop
- Indesign
- Website creation
- Social Media platforms

EXPERIENCE

CEO / Instructor, 02/2017 to Current

ElectricWhine Dance Fitness — Miami Beach, FL

Come up with routines, explain positions before each sessions, social media handling, entrepreneurship.

Assistant Executive / Community Manager, 08/2017 to 02/2018

Wellsthetics Health & Beauty — Miami, FL

Assisted Doctor and CEO, front desk management, employees management, coordinated fitness studio, social media handling, RP, creation of flyers, managed and cocreated website, organized events and managed guests list, opening and closing spa, payroll, clients booking, managed appointments

Assistant Executive / Booker, 05/2016 to 01/2017

K2Models — Miami , FL

Assisted CEO work related needs and demands, In charge of model bookings, handling and kept portfolios up to date, relation with clients and answered their needs, kept agency documents organized, management of the Google Drive and sensitive information, coordinated photoshoots.

French Cultural Representant, 08/2014 to 08/2015

Walt Disney World - EPCOT — Orlando, FL

Served as cultural ambassador to Disney guests, Supervised the allocation of food and wine to guests, Daily products inventory, self supervision.

Dance Instructor, 01/2010 to 08/2014

Aliesfalc association — Strasbourg, France

Developed choreography for individuals enrolled in the association, trained individuals in preparation for performances, lead the dance team.

Promotional Model, 04/2012 to 08/2014

Profeel — Strasbourg, France

Responsible for supervising activity of VIP guests, conducted marketing operations and information gathering, pass around.

Promotion and Communication Assistant, 02/2014 to 04/2014

NRJ Radio — Strasbourg, France

Responsible for the organization and supervision of media related events, community management, Supervised artists events, (DVBBS & Jason Derulo), Interviews, Responsible of reports.

3rd Assistant Director, 07/2013 to 09/2013

BBC Worldwide — Deshaies, Guadeloupe

Assist director and other managerial staff Provide guidance on set, Delegate duties such as typing, copying, and scanning, Fulfill duties delegated by director, Responsible of transmitting the information between the runner team and the crew.

Recreation and Entertainment , 02/2013 to 04/2013

Pierre et Vacances — Sainte Anne, Guadeloupe

Supervised leisure's activities, gym and dance lessons, in charge of the teens club, Conducted shows organization, Microphone entertainment.

EDUCATION AND TRAINING

Bachelor's: Communication, Media, 2016

European Communication School — Strasbourg, France

Communication, Public Relations, Event Management and Media

Associate: Tourism and Hospitality, 2014

Tunon International School — Strasbourg, France

European Degree in Tourism and Hospitality - Studied tourism management and hospitality ,event management, communication and media, European Economy and geography.

Type your own: Foreign languages, 2012

University of Strasbourg — Strasbourg, France

Studied foreign languages. English, Spanish and Chinese

High School Diploma: Literature, 2011

High school — Strasbourg, France

Main subjects: Literature and Philosophy, Dance Instructor