
Audience Coordinator Resume

Job Objective

Seeking a position as Audience Coordinator in a reputed organization where I can utilize my knowledge and experience.

Work Experience:

Audience Coordinator, August 2005 – Present
NBC Universal, Arcadia, CA

- Developed targeted audiences for specific publications by utilizing multiple response channels.
 - Implemented promotions to the targeted audiences integrating online and offline products.
 - Developed creative strategies to market show and recruited audience members.
 - Created yearly marketing plans and adhered to budget and tracked results of each promotion, responses and cost.
 - Designed and made layout of playbills, press releases, promotional materials and other printed collateral.
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Summary of Qualifications:

- Experience in communicating with cross-functional leaders
 - Skilled in Microsoft office and the internet
 - Exceptional ability to multi-task and prioritize assignments under high pressure in a fast-paced, deadline driven environment
 - Excellent Communication, presentation, and stakeholder engagement skills
 - Effective time management skills
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Education:

Bachelor's Degree in Media & Public Communication, Philander Smith College, Arkansas, AR

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