

Devin Meek

SOCIAL MEDIA MANAGER AND WRITER

SKILLS

- Social Media Campaign development
- Certified in Google Ad Display
- Microsoft Word, Excel and PowerPoint
- Canva video and graphic editing
- WIX website content creation
- Excellent verbal and written Communication skills
- Quick learner
- Certified in Google Ad Search
- Student evaluator, UNG English Department "Professionalism and Soft Skills" self-instruction course, Fall 2022.
- Experienced with sales through college Advertising and Professional Selling courses
- Great organizational skills

EXPERIENCE

SOCIAL MEDIA MANAGER INTERN

March 2023 – August 2023

Worked for Idaydream Studios on scheduling social media posts to the @mrgrowyourbusiness__ and Chris Mateo Instagram, Facebook, TikTok and LinkedIn social media pages. I also used Canva for designing graphics and editing videos for their social media pages. I helped redraft and redesign two eBooks while coordinating with the authors on the designs of the books.

CUSTOMER SERVICE REPRESENTATIVE

April 2016 – January 2021

Worked behind the counter at Chick-fil-a. I communicated with customers and fixed any issue they have with their food, orders, or anything else.

MANAGEMENT AND OFFICE INTERN

June 2021 – August 2021

Worked on the BCT Atlanta LinkedIn page and learned more about their marketing strategies. I also worked in shipping and packaging to help orders get ready and to the right customer.

CONTACT

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ABOUT

I am Passionate about creating unique and eye-catching social media campaigns to drive more traffic to different social media pages. I am also a writer that is experienced in technical writing.

EDUCATION

University of North Georgia, 2023
BBA Marketing, Minor English