

NATALIE RUMIAN

EVENTS & MARKETING
EXECUTIVE

CONTACT

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SKILLS

Graphic Design: digital & print
Adobe Creative Cloud (Illustrator, Photoshop), Canva, InDesign
Social Media Management
Marketing campaigns & email creation
Website content updates
Photography & content creation
Event marketing & brand activation
Strong time management, attention to detail & adaptability
Bilingual: English & Polish

EDUCATION

Apprenticeship
Principles in Marketing & Coding
2023-2024
Distinction

A-Levels
Business NCFE Level 3
2021-2023
Distinction* across 2 years of study

GCSE
St Catherine's College
2014-2019
8 GCSE's at grades 5-7

LANGUAGES

English
Polish

WORK EXPERIENCE

Events & Marketing Executive 10/2023 - Current
Lewis Business Media Uckfield, East Sussex

- Lead on creating digital and print graphic design assets, including social graphics, on-site branding, signage, print ads, banners, and lanyards.
- Manage website updates, social media strategy and content planning to increase engagement and visibility of multiple B2B events.
- Create email campaigns in Mailchimp, including visual layouts, copywriting, scheduling, audience segmentation and analytics.
- Produce digital content such as photography, short-form video, showreels and promotional materials to support event growth.
- Provide on-site event support including setup, registration, sponsor liaison and managing branded environments.
- Contribute to campaign concepts, event themes and creative strategy, ensuring brand consistency and high visual standards.

Sales Assistant 11/2021 - 09/2023
Millets Eastbourne, East Sussex

- Provided helpful, attentive sales support to generate positive customer feedback.
- Promoted special offers and loyalty programme with upselling skills.
- Went extra mile to locate merchandise for customers by researching and calling associated retail branches. Explained products' benefits and value, engaging customers in new stock to drive sales.
- Processed multiple daily stock deliveries to maintain accurate order numbers and inventory records.

Marketing Intern 07/2022 - 09/2022
Boogi App Brighton, East Sussex

- Participated in brainstorming meetings to develop new slogans, advertisements and marketing outlets for rebranding efforts.
- Designed and created graphics to exact specifications using advanced software tools & programs. Created material for social media such as Instagram and others.
- Designed splash screens for the App Store and Google Play Store.
- Used software, including Adobe InDesign and Canva, to develop graphics for marketing content. Increased social media engagement effectively through targeted, on-trend content creation.

Temporary Employee 03/2020 - 04/2020
Love Productions - Great British Bake Off Uckfield, East Sussex

- Dealt with contestants' and judges' requests, attending to additional needs as required such as room service. Greeted and seated guests to establish prompt, high-quality service.
- Delivered friendly and fast service to process high-volume food and drink orders at peak times.
- Prepared and served coffee, espresso drinks and cocktails to provide beverage varieties and options. Maintained upkeep of residential and common areas through routine dusting, spot cleaning, vacuuming, mopping and waste removal.