



# CÉCILE ROY

DIGITAL COMMUNICATION & EVENT PROJECT MANAGER

Communicative- Creative - International

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Barcelona - Bordeaux

## SKILLS



- Project management: planning, budgeting, organization
- Communication Strategy
- Social Media
- Web Marketing & Management
- Graphics and video: ADOBE Suite
- French, English, Spanish, Portuguese. written & spoken.
- German and Arabic (basic)

## PERSONAL QUALITIES



- Creative
- Communicative
- Organized
- Interpersonal skills
- Motivated and positive
- International

## INTERESTS



- Trips around the world
- Listening & playing music
- Reading & creative hobbies
- Sport: dance, tennis and horse riding
- Photo/Video

## EXPERIENCE

### COMJUST4U : MICRO-ENTERPRISE IN DIGITAL, COMMUNICATION & EVENT

Montpellier - Bordeaux - Royan - La Rochelle / 2018 - 2019

- Creation and management of the micro enterprise.
- Organization and planning of events for different types of clients : luxury hotel, boat renting company, wedding, fashion show.
- Websites, Social Media, Print and communication strategy.

### DIGITAL COMMUNICATION & EVENT PROJECT MANAGER

Drakkar Communication Agency / Montpellier / 2017

- Client portfolio management: PRINT, DIGITAL and EVENT projects.
- Webdesign, Graphics, Marketing, Community Management.
- Organization of internal and external conferences and events.

### DIGITAL PROJECT MANAGER

ALS (Event agency) / Bordeaux / 2016

- Realization of the website and visual identity of the company ALS.
- Budget and planning management
- Events presentation: launch party for the new visual identity

### PRODUCT DESIGNER

Urban algae (Spiruline) / Bordeaux / 2016

- Design of different packaging for various forms of spirulina and potential target audiences .
- Responsible for communication and expansion of the product.

### MUSIC COMMUNICATIONS MANAGER - MUSIC PROGRAMMING

#### BAND MANAGER

La petite scène - Ilê Trio Brasil band / Montpellier / 2015- 2016

- Organization, planning and communication of events. Press relations.
- Photo/ Video Editing & Graphics - Community management

### COMMUNICATION MANAGER - EVENT PLANNER - COMMUNITY MANAGER

Accent Français - La Chilanga Restaurant - Atelier du Bien-être Montpellier / 2013-2017

- Community management : FB pages and accounts, Twitter, Instagram and Youtube channel.
- Competitive intelligence and use of statistical tools.
- Creation of editorial calendars, emailing/ Newsletter.
- Events planning and organization

### ENGLISH AND FRENCH FOR FOREIGNERS TEACHER

French alliance in Sydney - CAREL Royan - French private school- Montpellier / 2006-2013

## EDUCATION

### BACHELOR DEGREE IN DIGITAL MANAGEMENT :

MARKETING, WEBDESIGN, HTML/CSS, GESTION DE PROJET

TRAINING COMMUNITY MANAGEMENT

TRAINING WEBMARKETING

MASTER 2 : LANGUAGE TEACHING AND PEDAGOGY

BACHELOR DEGREE IN ENGLISH LANGUAGE & CULTURE

Digital Campus (2016)

Openclassroom(2016)

The Shaw Academy (2016)

Université de Poitiers (2006)

Université de Poitiers (2004)