

LINDSAY KOPF

Marketing, Advertising, and Event Planning

PERSONAL PROFILE

I am hard working and highly motivated with first- hand experience delivering effective customer communication. I am experienced in marketing, content creation, and event planning. I am a lifelong learner with an eagerness to succeed! For more information on my background, work and experience please visit my website: lindsaykopf.com.

CONTACT DETAILS

Mobile: 970-209-9427
kopflindsay@gmail.com
lindsaykopf.com
1801 Chestnut Place Denver, CO 80202

SKILLS AND ABILITIES

- Event Coordinating
- Adobe Office Suite: Indesign
- Strong communication and interpersonal skills
- Photoshop Elements
- Proficient in Wordpress and Squarespace
- SEO Basics
- MS Word

OTHER

- Funnel Hacking Live 2019 Marketing Conference
- Clickfunnels Funnel Building 30 day Challenge
- Board Member of CherryArts Young Professionals Group

EMPLOYMENT HISTORY

Event Planner

Milk Glass Productions | September 2018 - March 2019

- Established constant communication between vendors, venues, and clients
- Planned luxury weddings and corporate events
- Administered online and social media presence on Instagram and Facebook
- Managed client budget and contracts
- Designed company website and guided media planning
- Created and launched food and beverage festival Mule Majors 2019 website

Marketing and Advertising Intern

DME Forensics | May 2018 - August 2018

- Created content for social media advertising, digital and direct marketing
- Established skill in Adobe Office Suite specifically Indesign, as well as Canva and Vengage
- Designed social media graphics, infographics, media design

Marketing and Research Intern

Coldwell Banker | December 2017 - January 2018

- Accelerated online exposure to attract clients for lead generation
- Created content for advertising through the use of Photoshop and Adobe Indesign

ACADEMIC PROFILE

University of Colorado at Boulder

BAS in Communications, Class of 2018

- Member of Kappa Alpha Theta Sorority