**ENTERTAINMENT ACCOUNT MANAGER RESUME**

James Evans

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**Profile**

Experienced in account management and marketing

Knowledge of the entertainment industry.

Skilled in Event Management

**Work experience**

**20XX - present, Account Manager, Dewynters, London, United Kingdom**

* I managed a number of accounts consisting of a combination of musicals, plays and other events at a live-entertainment industry.
* Served as the first point of contact.
* Responsible for budget management and development of new campaign initiatives in collaboration with the account team.

**20XX – 20XX, Account and Events Manager, Young Guns, Mayfair, London**

* My main role was to communicate with artists and clients.
* Responded to client enquiries and put forward creative proposals.
* Managed all logistics relating to bookings including the distribution of contracts and invoices.
* Responsible for liaising with artists and clients on and off site.

**20XX – 20XX, Account and Marketing Trainee, SSE Hydro, Glasgow, United Kingdom**

* Developed basic PR skills and knowledge of social media tools while representing the biggest event venue in Scotland.
* Created and planned creative marketing strategies.
* Reviewed our social media presence.
* Assisted to the Digital and Marketing Department including creating social media plans/schedules and running campaigns.

**Education**

* 20XX – 20XX, English, University of Edinburgh, Edinburgh, United Kingdom
* 20XX – 20XX, Arts and Cultural Management, Kings College Londo, London, UK. Submitted a dissertation assessing existing methodologies of audience satisfaction research.

**Strengths**

* Outgoing personality
* On and off-line project management
* Efficient
* Skilled in social media