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| Manny QuirosSocial media Manager, Digital design, Video production | | | | | | | | | | | | | | | | | | |
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|  | P |  | (863) 514-8182 |  | E |  | mquirosjr@gmail.com |  | A |  | Gainesville, FL | | |  | W |  | Manny Quiros on LinkedIn |
|  | | | | | | | | | | | | | | | | | | |
| Objective | | | | | | | | | | | |  |  | | | | | |
| Education | | | | | |
| Ambitious young professional in search of an employer who has an opportunity for growth. Willing to relocate where if absolutely necessary but would prefer remote work. | | | | | | | | | | | |  | University of Florida  2014-2018  BA in Telecommunications Production  3.1 GPA KEY SKILLS  * Adobe Creative Suite * Microsoft Office * Sendible & Hootsuite * Marketing * Project Management * Digital MArketing * Social Media Coordination * Search Engine Optimization  Certifications  * Food Safety Manager (Serv Safe) * Hootsuite Certified * Google Ad Sense Certified | | | | | |
| Experience | | | | | | | | | | | |
| 2016 to 2021  Felipe’s Taqueria – Restaurant Manager/Social Media Manager  2019 to 2021  iThinkRealty – Social Media Manager    July 2021 to January 2022  Grub Burger Bar – Managing Partner | | | | | | | | | | | |
| Responsiblities | | | | | | | | | | | |
| -Onboarded, hired and trained all new employees at Felipe’s and Grub.  -Responsible for food ordering, inventory, operations at Felipe’s and Grub.  -Responsible for meeting goals such as sales, labor, cost of goods and profit & loss at Felipe’s and Grub.  -Networked and spearheaded community outreach with Felipe’s and Grub.  -Coordinated and managed all social media platforms for iThinkRealty and Felipe’s.  -Created content using Adobe Suite and Microsoft Office with Felipe’s and iThinkRealty. | | | | | | | | | | | |
| References | | | | | | | | | | | |
| Available upon request. | | | | | | | | | | | |
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