**Name**: Mag Lepkowska | **Phone**: 07743532322 | **Email**: info@maglepkowska.co.uk

**Personal Statement:**

Highly motivated and driven, passionate about creating and managing digital content from videos and photography to social media management, promotion and marketing. Excellent communicator, multitasker and great at working under pressure. Time -efficient and reliable to meet set deadlines and targets whether as part of a team or when working alone. Extensive knowledge within social media campaign management, marketing and PR fields due to previous experience and education. Confident in working within busy environments and tackling challenges.

**Work Experience:**

**Marketing Co-ordinator at Palladium International**

11.2023 – 04.2025

Managing social media calendar for multiple social channels, curating written and visual content by working with the External Communications team across international projects, scheduling, designing, implementing innovative ideas to increase reach and engagement across channels, building quarterly and monthly reports from analytics data provided by each social channel, use of content management systems with international teams, photography & videography for corporate events including filming and editing

**Employment Solutions Consultant – Restart UK – Palladium International**

04.2024 – present

Establishing and developing professional relationships with local and national businesses, promoting the project and its work across local and national events, networking and making meaningful connections with director-level decision; meeting, exceeding and tracking monthly and quarterly KPI’s, managing and navigating CRM systems, working independently as well as part of a team to generate meaningful results to ensure program’s success

**Office Coordinator – Palladium International – Southampton**

05.2023 – 04.2024

Keeping office organised, managing orders, contracts and invoices, liaising with sub-contractors and stakeholders on regular basis, organising and managing corporate events, managing stakeholder relationships, managing office calendar, meetings and room bookings. Progressed within the project to role of Employer Solutions Consultant.

**Freelance Digital Marketer and PR for Hospitality Industry**

04.2017 – 01.2024

Managing digital marketing campaigns, securing clients and drafting up contracts, designing marketing strategies, graphic design for traditional and digital media, scheduling and managing social media, content design, content creation and post-production, periodic analytics reports using collected data, PR and corporate events design, organisation and management

**Freelance Photographer/Videographer & Digital Marketing (London & Hampshire)**

09.2013 – 01.2024

Working with a range of clients in hospitality, corporate, e-commerce producing corporate headshots, interior, food and drinks, promotional videos, product photography

**Social Media and Marketing Officer at Medical Aesthetic Group**

03.2017 – 06.2017

Temporary position assisting Digital Marketing officer with conference set up design, social media management, social media content design and product photography

**Social Media Customer Service at Utilita Energy, Chandler’s Ford**

06.2016 – 3.2017

Management of social media platforms, responding to customers via social media

**Videographer at Stolen Images Ltd, Winchester**

10.2013 – 10.2016

Events and wedding videography on freelance basis

**Event Photographer at The Student Scene Ltd, Winchester**

08.2012 -04.2016

Previous placements in customer service, retail and hospitality, and media internships

**Education:**

(BA) Hons in Media Production & Marketing, The University of Winchester

09.2013 – 04.2016

The Leigh Technology Academy, A-level including: Sociology(C), Psychology(B), Media Studies(A) and Photography (A)

**Skills:**

Professionally trained and experienced in the following: Adobe Creative Suite (including Photoshop, Illustrator, Premiere Pro, and Lightroom, InDesign & Express), Final Cut, Microsoft Office (Word, PowerPoint, Excel), Google services (Analytics, My Business, Drive), social media channels (Facebook, Instagram, TikTok, and more), professional camera knowledge of Sony, Canon, and Nikon.

Experienced in writing informational and advertorial content for high-profile publications in previous roles and writing online blog and website content for B2B and B2C audiences.

**Languages:**

English - fluent, Polish - fluent