

Teresa Mestas H.

EVENT PLANNER /
MARKETING MANAGER

+1 (760) 618 2579
tere.mestas@gmail.com
www.teremestas.com

Education

2016 – 2019

Business Administration

Master's Degree
Cetys University

2009-2013

Marketing Management

Bachelor of Science
Cetys University

2009

Canada Exchange Program

6-month Exchange Program
Claremont Secondary School
Victoria, British Columbia, Canada.

2018

Summer Institute on Innovation and Entrepreneurship

Summer University Program
University of San Diego
San Diego, California, USA.

2012

International Marketing

6-Month University Exchange Program
Università Degli Studi Di Bergamo
Bergamo, Lombardy, Italy.

Hard Skills

Microsoft Office, G Suite and iWork
Social Media management and ads:

- o Facebook
- o Instagram
- o Google Adwords

English Language
Spanish Language

Work Experience

2017-2019 / Webshau

Project Manager

www.webshau.com

- o Planning of content and digital marketing campaigns for over eighteen clients' social media.
- o Community management including Facebook, Instagram, email marketing and Google Adwords for client's accounts.
- o Creative team coordinator and supervisor.

Personal Skills

Organization
Time Management
Ability to work under pressure
Public speaking
Leadership
Flexibility
Fast Learning

2014 – 2019 / Tere Mestas Event Planners

Director

www.tmeventplanner.com

- o Planning, producing and coordinating more than 80 events, including weddings, concerts, comedy shows, runway shows, social, non-profit and corporate events.
- o Search and negotiation with suppliers and vendors.
- o Customer service and follow-up service for brides, artist, companies, clients.
- o Creative consulting for event design.
- o Government permit application and follow up service.
- o Planning and execution of logistics for events.
- o Project and time management for clients and events.

Certifications &

Training

Innovation and Entrepreneurship in Marketing Training

University of San Diego 2018

Google Adwords online course

Udemy 2018

Wedding Planner Course

Wedding MBA, Las Vegas 2013

Gay Weddings Certification

Gay Wedding Institute 2014

2015 – 2017 / CETYS University

Entrepreneurship and Business Teacher

www.cetys.mx

- o Imparting Entrepreneurship and Business class for three groups of high school seniors per semester.
- o Creation and planning of content for class.

2012 – 2014 / Suavisal

Customer service and Brand Management Leader

www.suavisal.com

- o Branding plan for new products.
- o Customer service strategies for sales follow-up, customer experience and client acquisition.
- o Media management, media plan for the company and product lines.