

ASHLEE CHAMMAH

Ormond Beach, FL 32174

(386)748-6606

98smashlychammah@gmail.com

MARKETING ASSISTANT

Social media savvy communications agent.

Task driven with keen time management sensibilities.

Organized and committed to handling multiple tasks while maintaining top notch work. A group player with the ability to work independently or delegate. Acuity for assessing client needs.

SKILLS

- Proficiency on Mac and Windows
- Zenoti Scheduling Software 2+years
- Microsoft Word/PowerPoint certification 2015
- Hootsuite Certification 2020
- Hubspot Certification 2020
- Social Media Marketing on Facebook, Instagram, YouTube.
- Event Planning
- Networking
- Customer service
- Experienced traveler

WORK EXPERIENCE

BEBALANCED HORMONE WEIGHT LOSS CENTERS

Oct 2018-2020

- Improving call-to-scheduling ratio by 68% by calling and managing online inquires.
- Continuously updated client folders and restocking information.
- Creating marketing campaigns/events as in client appreciation party and seasonal promos.
- Designing stimulating client contacting information such as emails, texts and call scripting.

LOVES WHOLE FOODS

JUN 2017-FEB 2018

- Engaging with customers
- Taking orders and preparing food.
- Restocking merchandise and supplies

PURPLE DRAGONFLY BOUTIQUE

JUN 2018 - JUN 2019

- Cashiering
- Updating loyalty program rolodex
- Informing and signing up new loyalty members.

EDUCATION

2018

Associates of Arts Degree

Gold Seal in Psychology

Daytona State College

Daytona Beach, Fl.

2021

Bachelor Degree Integrative Studies

Areas: Hospitality, Communications & Conflict,

Social Media Marketing

University of Central Florida

Orlando Fl.