

Kristy Ramirez

Hailey, ID 83333 | 760-676-7176 | kristyrramirez@gmail.com | Instagram: @[kristyrramirez](https://www.instagram.com/kristyrramirez)

Skills | Photography, Videography, Canva, Fluent Spanish, AP Style, Search Engine Optimization, and programs including Adobe (Photoshop, Lightroom, InDesign, Premiere, and Acrobat), Microsoft (Word, Excel, and PowerPoint), Google (Docs, Sheets, Business, Slides, Forms, and Maps)

Education | Bachelor's degree in Communications with an emphasis in Journalism from California State Polytechnic University, Pomona CA (2017-2021)

Work Experience

Server

The Valley Club | Hailey, ID

May 2024 to Present

- Ability to fulfill roles including food runner, bartender, dishwasher, hostess, prep cook, and busser.
- Memorized menus, ingredients, drink lists, and members.
- Accommodated members by providing service beyond role expectations.
- Trained new employees on service procedures, menu, POS system, membership, employee dynamics, and side work.

General Reporter

City News Service | Riverside County, CA

April 2022 to May 2024

- Provided coverage of crime, court cases, fires, and events in Eastern Riverside County.
- Wrote up to 12 articles a day using AP style format.
- Attended criminal and civil court proceedings in the area and filed media requests for local news agencies to do the same.
- Created daily and weekly budgets of events in Eastern Riverside County.

Social Media Manager

Tea Be Honest | Palm Desert, CA

August 2020 to January 2024

- Managed the boba shop's business google account, social media platforms, and website.
- Took promotional photos of the shop's food, drinks, and merchandise.
- Created flyers to promote deals, merchandise, and make announcements.
- Attracted a larger audience through engagement.

Digital Marketing Specialist and Retail Sales

Antique Galleries of Palm Springs | Palm Springs, CA

September 2021 to April 2022

- Took product photography of items around the store and created their listings on Shopify.
- Generated content for the store's social media platforms.
- Captured engaging photos from around the store for social media and the Desert Sun newspaper's Antique section.
- Worked on the floor interacting with customers, rearranging rooms, and at the cash register.

Social Media Marketing Specialist

Global Service Resources, Inc. | Burbank, CA

November 2020 to August 2021

- Managed all of the company's social media platforms.
- Managed the website and optimized SEO.
- Interviewed candidates and team members.
- Wrote blog posts and generated content for the company's online presence.