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Maitland, FL

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## EDUCATION

### Bachelor of Arts in Event Management

Florida State University, Tallahassee, FL  
2013 - 2017

## SKILLS

- Event Planning
- Budget Management
- Organizational Skills
- Public Relations
- Time Management
- Problem Solving
- Negotiation
- Communication

## LANGUAGES

- Italian (Advanced)

# REBECCA BLODGETT

## EVENT MANAGER

## PROFESSIONAL SUMMARY

Dynamic and detail-oriented Event Manager with 8+ years of experience planning and executing corporate and social events. Expertise in managing all aspects of event coordination, from initial concept development to successful execution. Strong leadership and organizational skills with a passion for creating memorable experiences.

## EXPERIENCE

- 2018 - Now

### Event Manager

**Stellar Events Agency** / Maitland, FL

- Plan and execute corporate events, including conferences, product launches, and networking events for clients across various industries.
- Manage event budgets ranging from ,000 to 0,000, ensuring cost-effective solutions and maximizing ROI.
- Coordinate logistics, including venue selection, catering, audiovisual requirements, and on-site staffing.
- Negotiate contracts with vendors and suppliers to secure competitive pricing and quality services.

- 2016 - 2018

### Assistant Event Manager

**Gala Events** / Tallahassee, FL

- Assisted in planning and executing a wide range of events, including weddings, fundraisers, and community festivals.
- Coordinated event logistics, managed vendor relationships, and ensured seamless execution of event timelines.

## COURSES

- 2023 / Events Industry Council

### Certified Meeting Professional

- 2021 / University of California, Berkeley Extension

### Event Planning and Management Certificate