

I felt compelled to submit my resume for your review. With my experience in prioritizing, planning, scheduling, and supporting overall event and dance workshop production (informal education) and scheduling activities—as well as my commitment to outstanding quality fun control through crafting the best event for specific clientele, I feel confident of my 20+years experience as an entertainment and events entertainer and manager to significantly benefit your team.

I am a take-charge kind of a person who is able to multi-task, problem solve, communicate effectively, reliable, think outside the box, willing and able to learn new tasks and programs quickly, work independently as well as with a team, work really hard and quickly to get the job done as soon as possible, have keen hospitality and negotiation skills and really take ownership of a position. I have been working in events as a professional entertainer and event/entertainment manager for over 20 years in San Francisco and it would be of benefit to us both to utilize my talents to and take them to another level. <http://www.RasaVitalia.com>

From coordinating logistics and managing schedules to producing status reports and resolving problems, my background has prepared me to excel in this role. With a solid foundation in communication and organization skills, I am positioned to thrive in this position.

Highlights of my background include:

- Demonstrated experience in production support, event, talent and entertainment, and volunteer management in corporate, private, public events in theatrical shows and celebrations.
- Creating, organizing, scheduling and executing zoom events.
- Maintaining a strong work ethic and professionalism and confidentiality as necessary
- Implementing new procedures to maximize efficiency and productivity while balancing multiple competing tasks within time-sensitive, fast-paced environments in business management.
- Utilizing interpersonal and time management skills to propel production operations to peak results.
- Knowledge of Zoom, Skype, WhatsApp, FaceTime, Facebook Live, Instagram live, Restream, Microsoft Office Suite, including Word, Excel, PowerPoint and Outlook, MAC capabilities including Photoshop, Illustrator, iMovie, Garageband and other creative applications, Administrative Principles, Interpersonal and creating social media Communications, advertisements and promotional material including flyers, ads, movie clips, slideshows music and more.
- High level organizational skills, willingness and ability to manage multiple projects in a fast paced, deadline-driven high energy environment
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See below for my resume and talents.

Thank you for your consideration. Although I may not have as much experience in environmental communities, I am highly passionate about the cause and I hope that you would consider my energies to allow me to have my first step toward creating a better world.

Resume: <http://www.rasavitalia.com/resume>

Talents: <http://www.RasaVitalia.com/talents>



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