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KARLEE SQUIRES

PROFESSIONAL STORYTELLER | WWW.KARLEESQUIRES.COM

ABOUT

Karlee is a strong leader, self-motivated, and a hard worker. She is very adapt to new situations, responsibilities, and challenges and always strives to create a positive working environment.

STRENGTHS

- Strategic target marketing and research; Social media managing; Website Building (formatting, metadata analytic, and SEO/focus key words), Email Newsletters, Accumulating Reviews and Collecting Survey Data; Daily assistant tasks

- Computer Skills: MAC and PC proficient, Microsoft Office Suite, Adobe Photoshop (basic), Celtex Screenwriting, RoboHead (project managing software), Final Cut Pro, Adobe Premiere, Coding (basic)

- Interests: Extensive Travel; Performance; Cooking/Baking

EXPERIENCE

BRAND AMBASSADOR • CONTRACTOR • 2017 - CURRENT

- Front Desk Customer Service, Guerrilla Marketing, Runway, Fitness and Print Modelling, Princess Performer, Retail Sales, Training New Employees, and Customer Support

LEAD SINGER/VOCAL CAPTAIN • ROYAL CARIBBEAN CRUISE LINES • JANUARY 2019 TO AUGUST 2019

- Performed nightly, Produced singer cabarets, Hosted events
- Crew Welfare Representative for the Entertainment Division

MARKETING CONSULTANT • CONTRACTOR • 2015 - CURRENT

- Previous Clients: *AMDA College, City Nites Birmingham, Triple Talent Musical Theatre, Cat Party Portraits*
- Created and executed goals for brands specific marketing needs
- Lead research projects and extra administrative support

PRODUCTION COORDINATOR • CONTRACTOR • 2016 TO 2018

- Previous Clients: *AMDA College, Danielle Spires Photography, Radius Productions, Derek Mateo Films*
- Feature, Short Films; Marketing, Promotional Materials (Associate Producer & Assistant Director Credits)
- Responsible for pre-production planning, leading the event day, and seeing through the completion of the project.

EDUCATION

BACHELOR OF FINE ARTS • AMDA COLLEGE AND CONSERVATORY

Degree in Music Theatre, New York & Los Angeles

CERTIFICATES • ROYAL CARIBBEAN INTERNATIONAL

Accelerated Leadership Performance Series 1
STCW & Professional Training for crew members
Chicago Fly House Basic Training

HIGH SCHOOL DIPLOMA • ECOLE SECONDAIRE BEAUMONT COMPOSITE

Students Union President; also apart of Students for Peace and Preservation, Yearbook, and SADD

VOLUNTEER EXPERIENCE

Greater Vancouver Food Bank (2019), Barking Bitches and Angel City Pitbulls (2018), Hollywood Fringe Festival (2017, 2018), LA Independent Film Festival (2017), Only in Hollywood (2015)