

**Sean Q. Alumni**

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**PROFESSIONAL SUMMARY*****Creative Market Research and Operations Analyst***

Young professional who excels in creative and innovative environments that support clients and services on a global scale. Well versed in managing complex operations and collaborating with teams to successfully implement marketing campaigns. Energized by analyzing challenges and collecting qualitative and quantitative research to develop unique solutions. Time spent abroad and traveling has led to an acute cultural awareness. Seeking opportunities where I can exercise my creativity and apply my analytic, strategic, and coordination skills in various branches of international marketing. Eager to engage with a productive, cross-functional team environment.

- Google Analytics
- Artist Management and Promotion
- Budget Forecasting
- Custom Dashboard Creation
- Consumer research
- Creative and Organized

**Professional Development:** 'Introduction to Google Analytics', 'Introduction to Data Analytics'-General Assembly, April 2017 **Technical:** Word, Excel, PowerPoint, Outlook **Language:** Fluent Spanish; Proficient in French

**MARKETING & OPERATIONS EXPERIENCE****The Costa Group, LLC – La Isla Restaurant;** Hoboken, NJ

June 2016 - Present

*Front-of-House Operations*

- Oversee scheduling and planning logistics for up to 15 catering events monthly for new and existing customers.
- Manage administrative functions including training incoming staff, monitor phone calls and manage credit and cash transactions of customers orders.
- Answer multi-line phone calls, communicate information in English and Spanish, and collaborate with the front of the house, kitchen, management, and wait staff.
- Greet and sit customers while maintaining a friendly and welcoming demeanor.

**KPOP UNITED;** Seoul, South Korea

November 2014 - February 2015

*Market Research and Business Development Intern for Latin America*

- Researched and collected quantitative and qualitative information on the popularity of K-pop groups in Latin America to enhance the company's marketing strategy.
- Communicated and collaborated with Latin American K-pop fan clubs via social media
- Conducted surveys and analyzed demand of prospective audiences via the crowd platform application *Krowdpop*.
- Translated articles from English to Spanish for the KPOP UNITED website.

**Fleming Entertainment Enterprises;** Norwood, MA

January 2013 - May 2013

*Artist & Event Management Intern*

- Listened to hundreds of artist demos, to see which would be a right fit for the company.
- Liaised between artist management and event booking to secure over 20 shows monthly with local bands around the Boston and New York area in venues holding up to 200 guests.
- Collaborated with individual artists across with Rock, Pop, and Indie bands and soloists to promote shows on social media resulting in increased ticket sales.

**ADDITIONAL EXPERIENCE****Incheon Metropolitan Office of Education;** Incheon, South Korea

September 2013 - October 2015

*Guest English Teacher (인천신천초등학교)*

- Educated students from Grades 3-6 to strengthen skills of grammar, reading, and conversational American English.
- Collaborated with Korean teachers to create and conduct lessons to meet learning needs and abilities of all students.

**EDUCATION****Boston University Questrom School of Business;** Boston, MA

May 2013

*Bachelor of Science in Business Administration; Concentration in International Management***Study Abroad:** Boston University; London, UK; Boston University, Universite de Grenoble; Grenoble, FR