Amar Singh

123 Santa Maria, San Francisco, CA 12345 youremail@example.com (123) 456-7890

Resourceful Communications Specialist with 5+ years of advancement and experience. Ready collaborator who builds productive relationships with diverse internal and external stakeholders. Expertly balance and prioritize multiple tasks and projects in a fast-paced corporate environment.

Education

Bachelor's Degree – English

University of California, Berkeley, CA

Key Skills

- Communication Systems Improvement
- Communications Channel Development
- Concurrent Project Management
- Cross-Functional Collaboration
- Digital & Social Media Marketing
- Industry Thought Leadership
- Internal & External Communications
- Stakeholder Relations Management
- Strategic Partnerships Development
- Task Prioritization

Professional Experience

Communications Specialist

RAY Corp., San Francisco, CA | August 2019 to Present

- Co-develop and execute PR strategies to help position both short- and long-term organization success
- Member of strategic team that renewed company's standing as an industry thought leader and innovator
- Provided expert project management, driving 100% attainment of deadlines and milestones

Communications Specialist

M. Henderson Corp., San Francisco, CA | June 2017 to July 2019

 Member of team that set new marketing mission and core strategy, inspiring better communication, and more active collaboration on shared goals