

James Donnelly

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Objective

An ambitious and experienced marketing specialist with over 5 years of experience looking to combine my analytical, organizational and communicative skills that have been acquired in my previous roles with my creative approach to business which has leveraged my success in the past.

Work Experience

The Creative Group

Staffing Executive

March 2016- Present

- Responsible for recruiting, managing, and deploying our full-time consultants on projects for our clients in the NYC market. Areas of expertise are in digital marketing, UX/UI design and research, integrated art direction, digital project management, and web design.
- Has generated over \$300k in revenue in a seven month period, which lead to a promotion from Sr. Recruiter.
- Liaised with C-Level executives to coordinate on annual business objectives such as budget allocation on recruitment efforts.

Senior Digital Recruiter

October 2016- March 2016

- Sourced, interviewed, and deployed candidates in the digital creative fields.
- Managed internal database by organizing candidate profiles and legal documents.

United States Naval Reserves

Construction Mechanic, Third Class Petty Officer

February 2016 - Present

The Graham & Washington Commons

Marketing Director

January 2015 - January 2016

- Conceptualized, coordinated, managed, and engaged in community outreach for events on a daily basis while handling all budgeting. Events ranged from Concerts, promotions, private parties, events (NYE, The Oscars, Taco Tuesday, etc.) and comedy shows.
- Hired and corresponded with contract web developers and designers to develop a responsive branded website. After the initial launch, I oversaw and maintained the website based on my knowledge of WordPress, CSS & HTML.
- Strategized, wrote & executed content on social media platforms such as Facebook, Twitter, Instagram, and Mailchimp.

Webster Hall/Slake

VIP Floor Manager

August 2013- January 2015

- Managed a team of 10-15 employees while ensuring clientele's overall needs were satisfied.
- Implemented the budgets for events and annual forecasting
- Lead team in charge of sales, marketing and promotions for VIP customers.

Skills

- Technical skills include Microsoft Office Suite, Google Apps, Salesforce, WordPress, Photoshop and Social Media.

Education

King's College, Wilkes-Barre PA

December 2012

Bachelor of Arts in English: Professional Writing; Minors in Mass Communication, and Gender Studies

United States Naval Construction Mechanic Course, Port Hueneme CA

July 2016

Graduated top of class with a 96.8 GPA