

Paloma Constanza Jeri Elcorobarrutia

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HIGHER EDUCATION

March 2015 – December 2018 **ARGENTINE UNIVERSITY OF BUSINESS** **Buenos Aires, Argentina**
-Bachelor of Media and Entertainment Management

HIGH SCHOOL

March 2001 - December 2013 **VILLA MARIA LA PLANICIE SCHOOL** **Lima, Perú**

EXPERIENCE

July 2021- Present **Agency LDV Production**
Account Executive **Lima, Perú**

- Responsible of communicating with clients and to make sure that their vision comes to life.
- Managing the budget for projects.
- Coordinating with vendors.
- Managing all logistics necessary to carry out the events and projects.
- Plan and coordinate events.

August 2020 - Present **Cozi Fashion Brand (@cozi.pe)** **Lima, Perú**

- In charge of content creation, social media management, feed design and customer service.
- Design and supervision of stock production.
- Sales strategy and accounting.

July 2019 - September 2019 **MOVE** **Lima, Perú**

- Supervisor of the beverage distribution area and staff in different venues of the Lima 2019 Pan American and Parapan American Games.
- Responsible for managing staff, stock monitoring and sales.

June 2019 **Aruma** **Lima, Perú**

- Producer in the campaign “Maquillate con Ximena Moral”.
- In charge of getting the furniture and scenery, coordinating with suppliers and defining the transportation of all the necessary items to carry out the campaign

April 2019 – September 2019 **Agency LDV Productions**
Assistant Producer **Lima, Perú**

- Assistance in production and coordination of events like the Qs 3000, Expo vino 2019 and Tottus Meat and drinks.
- In charge of recruiting, training and managing staff for the BTL activations.

April 2018 **DF Entertainment**
Producer of Events and Concerts **Buenos Aires, Argentina**

- Supervisor of logistics and transportation of artists for the Lollapalooza Festival 2019.
- In charge of coordinating with transportation, receiving the artists and managing arrival times.

December 2015 - April 2016

**Flanagans in Park City
Hostess**

Park City, Utah

- Greet Guests and escort them to assigned dining area; present menus and announce waiter's name.
- Taking reservations and managing a wait-list and communicating wait times to guests.

LANGUAGES

English → Bilingual (Advanced)

Spanish → Mother tongue

ABILITIES

Windows XP, Office XP (Word, Excel, Power Point), Adobe Premiere Pro, Final Cut Pro X, Canva.

ABOUT ME

Ability to work in teams. Completely open to new and innovative ideas, always ready to help.