

# Alexandra Lee

Entry-Level Marketing Assistant

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New York, NY

## PROFILE

Recent graduate with strong communication, organization, and digital marketing skills. Eager to support team goals and contribute creative ideas to company success.

## EDUCATION

Bachelor of Arts in Communication

New York University | 2020 - 2024

GPA: 3.7/4.0

## EXPERIENCE

Social Media Intern

ABC Marketing Firm | Jan 2024 - May 2024

Created and scheduled posts, tracked analytics, and supported campaign planning for client accounts.

Student Assistant

NYU Career Services | Sep 2022 - Dec 2023

Assisted with event coordination, communications, and data entry for campus programming.

## SKILLS

Digital Marketing

Content Creation

Google Analytics

Copywriting

Event Planning

MS Office Suite

Team Collaboration

## PROJECTS & ACTIVITIES

Marketing Club Member

NYU Marketing Club | 2022 - 2024

Contributed to club event promotions and newsletter content creation.

Portfolio: [AlexandraLeePortfolio.com](http://AlexandraLeePortfolio.com)