

CONSTANZA CHIMENTI

LICENCIADA EN RELACIONES PÚBLICAS E INSTITUCIONALES

PROFESSIONAL SUMMARY

Motivated professional with 7 years of experience in events organization, communication. Constantly trying to increase knowledge and apply it in daily operations.
Proactive, responsible and organized.

CONTACT INFORMATION

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EDUCATION

Universidad Argentina de la Empresa

Lic. en Relaciones Públicas e Institucionales | 2022

• Average: 7.8

La Suisse CEPEC

Organizadora profesional de Eventos | 2019

• Average: 8

WORK EXPERIENCE

Team leader - In Company coordination team

Universidad Torcuato Di Tella | August 2022 - Present

• Management of in-person and virtual trainings for companies.
• Preparation of reports on executive training programs.
• Fluid and constant communication with clients, teachers, students and other areas of the University.
• Team members management.

Production assistant

MC2 Concerts | March 2016 - Present

• Events assistance before, during and after it.
• Digital media clipping. Media relations and accreditations. Food catering management.

Account assistant

Kona Comunicación | June 2021 - February 2022

• Social Media management.
• Digital media clipping and reports.
• Media management and contacts.

SKILLS

• Office package.
• Graphic design (Canva).
• Photography and video edition.
• Advanced English (bilingual).
• Portuguese (basic writing, oral and reading skills).
• French & German (fonetics).