

# DAN NGUYEN

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www.dannguyenportfolio.com

## EXPERIENCE

### Digital Media Consultant

Torrance Memorial  
May 2019 to present

- Designs social media graphics, web banners and digital signage
- Assists with social media postings and management
- Coordinates web content and compiles relevant data/insights
- Edits blog content and explores content opportunities
- Assists with media relations at special events
- Assists with internal and external messaging for crisis comms

### Communications Associate

Hollywood Burbank Airport  
May 2019 to Oct. 2019

- Managed web and social media content
- Created graphics and video content
- Provided public relations and event support

### Media Intern

Palos Verdes Peninsula Land  
Conservancy  
Oct. 2017 to Apr. 2019

- Created/edited banners, brochures and video content
- Updated staff handbooks and volunteer manuals
- Assisted with special events and social media
- Coordinated reporting of relevant marketing/comm. analytics

## ADDITIONAL EXPERIENCE

**Marketing Communications Intern**, Torrance Memorial

Sept. 2018 to May 2019

**Public Affairs Intern**, Long Beach Airport

May 2017 to Aug. 2017

**Marketing Specialist**, RaceRaves LLC

Jan. 2018 to Sept. 2018

**Social Media Marketing Intern**, RaceRaves LLC

Sept. 2017 to Dec. 2017

**Director of PR/Creative Director**, PRSSA-Long Beach

Feb. 2017 to May 2018

**Account Executive**, Green Light PR\* (mock agency)

Jan. 2018 to Apr. 2018

\*Client: Long Beach Councilwoman Suzie Price (provided via JOUR 471)

## EDUCATION

**California State University-Long Beach**

B.A., Communication Studies, Minor in Public Relations, May 2018

## CREATIVE/CONTENT SKILLS

### Adobe Creative Cloud

Photoshop | Premiere Pro | After Effects | Illustrator | InDesign |  
Dreamweaver | Audition