

# JULIE DERYCKE

## Contact

Minneapolis, USA  
(651) 367-9587  
julie.derycke09@gmail.com  
<https://www.linkedin.com/in/juliederycke>

## Languages

French  
English  
Spanish

## Professional & Personal Skills

Communication	Leadership
Marketing	Creative
Event Management	Proactive
Logistic Management	Detail oriented
Team Management	Multi-tasked

## Technical Skills

Microsoft Office Suite	Facebook
Photoshop	Instagram
Google docs	Snapchat
Email on Acid	Twitter
Constant Contact	LinkedIn

## Professional Experience

**Event & Communication Manager Assistant** Feb. 2018 - Aug. 2018  
French-American Chamber of Commerce, Minneapolis, MN, USA

- Organized varied events (fundraisers, seminars, networking events and business conference)
- Followed up with current and previous members and updated membership database
- Analyzed and improved the FACC website and social media
- Created marketing digital materials for FACC events
- Developed communication and marketing strategies
- Prospected French companies in Minnesota

**Project Manager Assistant** Jul. 2016 - Dec. 2016  
L'Agence Bespoke, Paris, France

- Supervised designated projects (from client briefs to delivery), briefed and followed up with various teams (Creative Team, Developers, Motion Designers, etc.), delivering solutions and creative propositions
- Attended the Agency's meetings with prospects, helping to increase the Agency's notoriety
- Worked on the Agency's strategic plan and improved its communication tools
- Produced competitive and sectorial benchmarks to enhance the customer's marketing strategy

**Logistic & Event Manager** Nov. 2014 - Dec. 2015  
Student Office, ICN Business School, Nancy, France

- Demonstrated the ability to work under pressure when organizing major events regularly for the school's 2000 students, enlivening everyday students' lives
- Managed the entire preparation of a buffet for 300 participants during the 'Associations Awards' ceremony of the school
- Created logistic tools to control stocks and supplies
- Coordinated the creation of numerous communication materials, generating greater subscriptions to the Office's events and a better understanding of the Office's mission
- Managed the Facebook community to assist students, developing respect and confidence toward the Office

## EDUCATION

**ICN Management Master** Sep. 2014 - Oct. 2018  
Student Office, ICN Business School, Nancy, France

- Specialization in Art and Entertainment Industry Management

**Semester Abroad** Jan. 2017 - May 2017  
University of North Dakota, Grand Forks, ND, USA

- Major in Communication
- Active member of the International Student Organization

**CPGE (Intensive program for postgraduate schools)** Sep. 2012 - May 2014  
Pothier Highschool, Orléans, France

- Major in Literary Studies, Specialization in Spanish