Eunorick Duncan

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CAREER OBJECTIVE

A motivated and adaptable individual with a strong desire to contribute positively in a professional environment. Seeking an opportunity to utilize my critical thinking skills to support the goals and mission of a growing organization. Eager to learn and grow within a dynamic team while making meaningful contributions to the success of the organization.

EXPERIENCE

Self-Employed Freelancer ("EunoTV"), **Sales & Marketing** | Miami, FL | 2020 - Present

- Created and executed targeted comedic influence marketing campaigns for brands in the auto and beauty industries, leveraging humor and storytelling to increase brand awareness and drive customer engagement across social media platforms.
- Produced and managed engaging content, including video ads, blog posts, and social media updates, resulting in measurable increases in audience reach, follower growth, and online sales for various clients.
- Provided sales and marketing strategy consulting for auto and beauty brands, driving revenue growth by identifying market trends, optimizing customer acquisition strategies, and improving sales funnel performance.

Jackson Memorial Hospital, **Medical Surgical Assistant** | Miami, FL | 2021 - Present

- Maintained a clean and sterile work environment for surgeons and doctors during pre and post-operative surgical procedures, ensuring adherence to strict cleanliness protocols.
- Transported patients to and from operations, prioritizing their comfort and safety through effective communication and assistance.
- Handled the transportation of laboratory specimens by picking up specimens from various departments and delivering them to specified laboratories promptly, maintaining accuracy and integrity throughout transit.

Jackson Memorial Hospital, **Patient Transporter** |Miami, FL | 2016 - 2021

- Transported patients utilizing proper body mechanics tailored to their age-specific needs.
- Delivered equipment and supplies to assigned treatment areas and patient care areas by picking up requisitioned orders.
- Ensured the cleanliness and sterility of equipment and supplies by disinfecting or sterilizing them using germicides or sterilizing equipment.

Dr. Thrower Skin Care & Medi-Spa |**Front Desk Receptionist** | Hollywood, FL | 2014 - 2016

- Verified identity documents for new customers to ensure compliance with company policies before opening accounts.
- Became familiar with various patient insurances, including HMOs, PPOs, Medicare, and Medicaid.
- Collected copay payments and self-pay patient payments as part of assigned responsibilities.
- Gathered social media information from patients to confirm their follow-up on Dr. Thrower's social platforms, facilitating their access to promotions and deals for upcoming seasons.

CLUBS & ORGANIZATIONS

- Delta Sigma Pi, Inc, Business Fraternity — 2015 - Present
- Lambda Theta Phi, Inc, Latin Fraternity — 2013 - Present

EDUCATION

Florida International University, **Bachelor's in Business Administration** — Anticipated Graduation: 12/2024

Miami Dade College, **Associates in Arts, General Studies** — 05/2015

KEY PROFESSIONAL SKILLS

Time Management	Customer Service	Content Creation: TikTok, YT, IG
Social Media Management	Sales & Marketing	ROI Coordination