



STEPHANIE PARADIS

Work Experience

2024
-
now

Public Relations Manager

Vibra District Hotel 4*, Ibiza, Spain

- Build a distinguished and strong brand presence
- Enhance brand awareness and reputation through public engagement
- Influence guest behaviour during the consideration phase of the purchaser journey
- Build relations with the media, draft messages, organise events, promote products and services
- Anticipate, manage and improve public perception and image

2023
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2024

Supervisor & Floor Manager

Victoria's Secret & Co, United Kingdom

- Ensure that the company standards are followed
- Open and close the store to ensure proper functioning
- Banking and managers count
- Solve problems and assist the team as required
- Change the visuals and display of the store
- Train new members
- Monitor the inventory levels of materials, tools, and equipment
- Maintain a positive work environment

2023

Front Desk Hotel Representative

Tui, Catalonia, Spain

- Welcome guests to the resort
- Deal with complaints and solve problems that might occur
- Promote and sell excursions, and guide guests
- Track sales and make sure to achieve weekly targets
- Translation and coordination with reception to ensure that standards are followed

2023

Assistant Manager

The Fragrance Shop, United Kingdom

- Assist the general manager in organising, planning and implementing strategy
- Coordinate day-to-day operations
- Ensure that company guidelines are followed
- Devise and set up objectives to boost company productivity

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Spain

Expertise

Branding

Public Relations

Business Planning & Sales

Customer Service

Performing Arts

Languages

English

Spanish

French

Portuguese

Skills

Team Leadership

Planning & Organisation

Effective Communication

Creativity & Adaptability

Education

Bachelor of Arts in Drama

De Montfort University, UK

2020 – 2023

- Ayesha, Lead Role, in The Funeral Director play (2020);
- Jo, Lead Role, in A Taste Of Honey play (2020);
- Anastasia, Support Role, in Elmina's Kitchen play (2020);
- Devised and Performed – The Communist Daughter (2020).
- Devised and Performed – I don't know why this is my life and that's hers (2021)
- Helen, Support Role, in The Welkin (2022)
- Maggie, Lead Role, in Cat On A Hot Tin Roof (2022)

Erasmus+ Training Course Quality, Support & Preparation – youth worker becomes group leader

Seiklejate Vennaskond, Estonia

2021

- Produce digital content and edit videos in groups
- Prepare a musical performance and create a presentation on cultural identity

Languages and Humanities

Escola Secundária Francisco

Franco, Madeira, Portugal

2017 – 2020

- GPA 16/20
- Creative Writing Contest: CriaPoesia by CRIAMAR 2019
- Member of School Music Group from 2017 to 2018
- Short dramatic performances and oral presentations
- Group campaigning

Volunteering

Mentor

Community Social Centre,
Madeira, Portugal

2018 – 2022

- Teach children
- Plan activities for the community members
- Online support meetings

2022

Public Relations & Backstage Crew Member

Birmingham Film Festival, United Kingdom

- Organise and attend promotional events such as press conferences, open days, exhibitions, tours, visits
- Speak publicly at interviews, press conferences and presentations, and analyse media coverage

2021

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2022

Lead Cashier

Zara Inditex Group, United Kingdom & Portugal

- Manage transactions with customers using cash registers
- Issue receipts, refunds, change, and tickets
- Track transactions on balance sheets and report discrepancies

2019

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2020

Public Relations & Model

4Affection Group, Portugal

- Model and public relations in events
- Christmas entertainer and bartender at summer parties