

PROFESSIONAL SUMMARY

Multilingual university graduate with expertise in project management, digital journalism, entertainment, and international relations. Skilled in Adobe software, Microsoft software, AVID Media Center, Airtable, Wildmoka, and MusicCue Sheet. Proficient in Spanish, English, French, and Italian, able to communicate and collaborate in multicultural environments.

EXPERIENCE & EXTRACURRICULAR ACTIVITIES

05/2023 - Present	<div><div>NBCUNIVERSAL TELEMUNDO ENTERPRISES</div><div>MIAMI, USA</div><div>Cross-Promotions Intern</div><ul style="list-style-type: none">Developed and maintained the content calendar for Media Center Top Chef VIP Season 2 and LOS 50 Season 1, ensuring smooth and timely execution of video summaries, highlights, and recaps.Utilized Adobe After Effects and AVID to create high-quality video content, including trailers and promos for cross-channel promotional campaigns.Coordinated cross-production teams to ensure all content aligned with network standards and guidelines, ensuring consistent branding across all platforms.Leveraged strong communication and relationship management skills in PR work, maintaining open lines of communication with diverse stakeholders, both internal and external.Lead contributor of the INTERN INSIDER, an intern-run newsletter that provides internal updates, various articles, and interviews with a readership of more than 500 interns and a team of 20 writers.</div>
01/2023 - 05/2023	<div><div>Digital Productions Intern</div><ul style="list-style-type: none">Conducted research and input music cue sheets using RapidCue, ensuring the accuracy of music licensing and royalty payments.Researched and analyzed audience trends and preferences to inform content development and digital strategy.Developed a comprehensive digital content strategy for high-profile shows, including La Casa de los Famosos Season 3, Latin Billboard Women in Music, and Top Chef VIP Season 2.Supported the post-production process for "La Casa de los Famosos" Season 3, Top Chef VIP Season 2, ensuring timely delivery of high-quality content.Spearheaded the editing of exclusive behind-the-scenes content for Peacock, showcasing exclusive footage and insights into NBCUniversal Telemundo's programming.Utilized Wildmoka and Multiplatform Video Request forms to clip moments, livestreams, and summaries for online distribution.</div>
01/2022 - 06/2023	<div><div>CAPLIN NEWS</div><div>MIAMI, USA</div><div>Student Writer</div><ul style="list-style-type: none">Published entertainment and lifestyle stories for the Miami Herald and other South Florida publications, receiving positive feedback from readers and editors.Responsible for researching, writing, editing articles, conducting interviews, and fact-checking content, adhering to AP Style guidelines.Produced engaging and informative content on various topics, specializing in entertainment, lifestyle, and music pieces.Recorded and produced podcast episodes, showcasing in-depth interviews and engaging discussions.Gathered sources and researched to ensure accuracy and quality of content.</div>
11/2019 - 04/2020	<div><div>CÓDIGO MAGENTA</div><div>MONTERREY, MEXICO</div><div>Editorial Intern</div><ul style="list-style-type: none">Organized documents and entered data to support the editorial staff.Crafted think-piece news stories by gathering information from reporters and sources.Wrote interesting, eye-catching story headlines and summaries.Collaborated with writers to develop, strengthen and maintain an individual voice and hone a unique writing style.Selected and prepared photos to pair with content using Adobe Illustrator, Photoshop, and After Effects.Published pieces online and promoted through social media sites like Instagram and Facebook.</div>

EDUCATION & TRAINING

01/2022 - 07/2023	<div><div>FLORIDA INTERNATIONAL UNIVERSITY (FIU)</div><div>MIAMI, USA</div><div>Digital Journalism, BS Concentration in Political Science and International Relations</div><div>Summa Cum Laude (3.93 GPA)</div><div>Best Delegate at Harvard National Model United Nations 2023</div><div>Student Member of the National Association of Hispanic Journalists (NAHJ)</div><div>FIU Model UN Travel Team Member (Ranked #3 in the US)</div></div>
03/2018 - 12/2021	<div><div>UNIVERSITY OF LIMA</div><div>LIMA, PERÚ</div><div>Major in Communications Concentration in Journalism</div></div>
12/2017	<div><div>COLEGIO VILLA CARITAS</div><div>LIMA, PERÚ</div><div>High School Diploma</div><div>Head Delegate of the Model United Nations Club</div><div>Swimming Team Member</div></div>
07/2016	<div><div>BERKLEE COLLEGE OF MUSIC</div><div>LOS ANGELES, USA</div><div>High School Vocal and Performance Summer Program</div></div>