

This document serves as an opportunity to get to know more about me as a prospective candidate for the position of Public Relations Officer.

I am a highly confident, motivated and energetic person with a passion for working with the public in a fast-paced working environment. My previous experience in various roles and different environments has developed a number of my skills including, but not limited to, writing for the press, social media marketing, speaking in public and communication skills, customer service and engagement and organizational skills. Dealing with enquiries from the public, the press, and related organizations. Organizing and attending promotional events such as press conferences, open days, exhibitions, tours and visits. Speaking publicly at interviews, press conferences and presentations.

Below are some of the skills I have which are best suited for this role.

- Social media skills
- Research
- Time management
- Creativity
- Learn new skills
- Be aware of industry trends
- Try different writing styles

I am eager to take on a new challenge and I see this as the perfect opportunity to grow and encourage international students to actively engage in the events.