

Brittany Morales

Hard working and dedicated

Orange, CA 92869

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Professional Summary

Creative, adaptable, and people-focused professional with a rich background in teaching, management, marketing, and sales. Known for building strong connections, driving results, and bringing a fresh, passionate perspective to everything I do. I'm all about educating and inspiring others while staying on top of trends. I thrive in collaborative, fast-paced environments where I can combine my knack for creative problem-solving with strategic thinking. Whether it's closing a sale, leading a team, or brainstorming bold ideas as a freelance artist, I bring energy, innovation, and a people-first mindset to the table.

Authorized to work in the US for any employer

Work Experience

Event Bartender

The Service Companies-Orange County, CA

April 2024 to Present

- Mixing and serving drinks accurately and efficiently.
- Providing excellent customer service and creating a welcoming atmosphere.
- Checking IDs to ensure legal drinking age.
- Handling cash and card transactions using a POS system.
- Keeping the bar clean and stocked throughout the shift.
- Monitoring customer intoxication and following alcohol safety laws.

Freelance Graphic Designer

Elevated Art Studio-Orange, CA

January 2023 to Present

- Created, edited, and published engaging content across various platforms, including blogs, social media, websites, and marketing materials.
- Conducted thorough research to understand target audiences and tailor content strategies to meet their needs and preferences.
- Developed and executed content calendars and strategies aligned with brand goals and marketing objectives, ensuring consistency and coherence.
- Monitored content performance metrics, providing insights and recommendations for continuous improvement and increased engagement.

Office Manager

Secure Hauling LLC-Irvine, CA

May 2020 to December 2022

- Managed 4 personnel in the office: 2 bookkeepers and 2 warehouse supervisors.

- Designed and implemented comprehensive content strategies that align with business goals, target audience needs, and brand guidelines to drive engagement and achieve measurable outcomes.
- Produced high-quality written, visual, and multimedia content for various business purposes, including websites, marketing campaigns, product descriptions, and internal communications.
- Worked closely with ownership to understand content requirements, gather insights, and ensure cohesive messaging across all channels.
- Focused on creating content that enhances user experience by being clear, concise, and tailored to user needs, ensuring it is accessible and easy to understand.
- Analyzed content performance analytics tools, providing results and recommendations to owners in order to optimize business growth and engagement.

Art Studio Manager

The Silly Smock-Laguna Hills, CA

April 2015 to April 2020

- Planned, scheduled, and executed art projects, ensuring that all events are completed to the customers desire and within budget.
- Coordinated with other teachers to ensure their lesson plans matched with our company's mission.
- Managed and allocated resources effectively, including materials, equipment, and personnel.

Infant/Toddler Teacher

AmeriMont Academy-Anaheim Hills, CA

February 2014 to December 2014

- Created and implemented lesson plans for toddlers aged 2-4, focusing on sensory exploration, language development, and motor skills
- Maintained a safe and nurturing environment for toddlers by closely monitoring their activities and ensuring proper hygiene practices
- Established strong relationships with parents through regular communication, providing updates on their child's progress and addressing any concerns or questions
- Collaborated with a team of teachers to plan and execute special events such as holiday parties and parent-teacher conferences
- Assisted in the development of individualized care plans for toddlers with specific needs or developmental delays

Infant/Toddler Teacher

Ivycrest Montessori Private School-Fullerton, CA

January 2012 to February 2014

- Promoted independence skills among toddlers by encouraging self-help tasks such as dressing themselves or cleaning up after activities
- Collaborated with other teachers to plan joint activities or events that fostered social interaction among toddlers
- Nurtured a sense of community within the classroom by promoting teamwork, sharing, empathy, and respect among toddlers
- Participated in professional development opportunities to stay updated on best practices in early childhood education
- Implemented positive reinforcement strategies to encourage desired behaviors and discourage negative ones

Education

Training program in Infant/Toddler Certification

Santiago Canyon College - Orange, CA

September 2006 to June 2008

Skills

- Teaching
- Office Management
- Microsoft Word
- Microsoft Excel
- Customer service
- Customer support
- Communication skills
- Sales
- Customer service
- Social media management
- Marketing
- Public speaking
- Computer skills
- Organizational skills
- Retail sales
- Microsoft Office
- Event marketing
- Office management
- Teaching
- Time management
- Project management
- Administrative experience
- Social media marketing
- Writing skills
- Adobe Photoshop
- English
- Microsoft Outlook
- Microsoft Powerpoint
- Content creation (6 years)
- Content strategy (6 years)
- Social media management (6 years)
- Social media strategy (6 years)
- Social media marketing (6 years)
- Content management (6 years)
- Business Consulting
- Content Development
- Search Engine Optimization (SEO)
- Digital Marketing

- Drupal

Certifications and Licenses

CompTIA Security+

MCSE

CompTIA Network+