

Christopher Turton

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Background

As a graduate of the University of Pittsburgh, I hold an educational background in public relations and marketing communications. I possess a background in mass media production and communications through social media development, public relation marketing, client relationship building and news writing/editing as well.

Experience

Mutual of America / Senior Correspondent

AUGUST 2020 - PRESENT | PHILADELPHIA, PA

Assisted in communicating and providing financial assistance to potential and current mutual fund shareholders. Provided information on balance amounts, financial products, plan options, enrollments, conversion of funds and performance history via phone, email and postage. Reviewed new account documentation, enrollments and assisted in establishing new accounts. Assisted in performing quality control for transaction procession to ensure compliance with regulatory and department standards.

University of Pittsburgh at Bradford / Account Executive

JUNE 2015 - AUGUST 2019 | BRADFORD, PA

In charge of researching and analyzing new target areas for marketing campaigns to attract prospective students throughout the greater Philadelphia area, Montgomery County (Mainline) and New York City boroughs. Regularly communicated with a network of students and parents from over 45 states as well as Puerto Rico and Canada, which resulted in bringing in the biggest freshman class in the history of Pitt-Bradford enrollment.

Skai Blue Media / Executive Intern

JUNE 2014 - AUGUST 2014 | PHILADELPHIA, PA

Did promotional writing for many non-profit organizations in the greater Philadelphia region. Constructed many graphic design projects for city festivals and fundraising projects such as designing promotional posters and backdrops. Helped maintain and establish client relationships and served as a social media outlet developer.

Education

University of Pittsburgh / Bachelor of Media Communications

MAY 2015, BRADFORD, PA

Major: Public Relations & Broadcast Communication

Minor: Interdisciplinary Arts focusing in Graphic Design/Programming

Skills

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- Microsoft Office
 - Adobe Creative Cloud
 - Social Media Development
 - Promotional Writing
 - Data Entry
 - Public Speaking
 - HTML/CSS/Javascript