

# HASEEB BRYAN

hbryan@gmail.com

123.456.7890

linkedin.com/in/hbryan

## PROJECT MANAGER SUMMARY

- Dynamic event planner with 10+ years of experience leading cross-functional teams to deliver high-quality events that exceed client expectations.
- Increased revenue by 25% over a 12-month period at Sineda Company through negotiating vendor contracts and sourcing cost-effective solutions.
- Improved client satisfaction by 15% over a 6-month period by implementing feedback mechanisms and addressing client concerns in a timely manner at MHS Global Events.

## WORK EXPERIENCE

### EVENT PLANNER

Sineda Company

April 2020 - Present

- Planned and executed 50+ events annually, ranging from small meetings to large-scale conferences with up to 1000 attendees.
- Increased revenue by 25% by negotiating vendor contracts and sourcing cost-effective solutions.
- Achieved a client satisfaction rate of 95% by delivering high-quality events within budget and on schedule.
- Managed a team of 5 event coordinators, providing training and mentorship to improve their skills and performance.

### SENIOR EVENT COORDINATOR

Zennox International

May 2013 - April 2020

- Coordinated logistics for 20+ events annually, managing budgets of up to \$500,000.
- Improved operational efficiency by implementing project management tools and processes, resulting in a 20% increase in productivity.
- Increased event attendance by 30% by implementing targeted marketing campaigns and leveraging social media.
- Collaborated with cross-functional teams, including marketing, sales, and operations, to ensure seamless event execution.

### EVENT MANAGER

MHS Global Events

June 2010 - May 2013

- Led a team of 10 event planners and coordinators, managing a portfolio of 100+ events annually.
- Implemented a standardized event planning process, resulting in a 40% increase in efficiency and a 25% reduction in errors.
- Improved client satisfaction by 15% by implementing feedback mechanisms and addressing client concerns in a timely manner.
- Increased revenue by 20% by identifying new business opportunities and negotiating favorable contracts with vendors.

## EDUCATION

### BACHELORS IN PUBLIC RELATIONS

University of Alabama

August 2006 - May 2010

### HIGH SCHOOL DIPLOMA

Mountain Brook High School

August 2002 - May 2006

## SKILLS

Event Planning



Project Management



Leadership



Client Relations



## INTERESTS

In my free time, I enjoy hiking and exploring outdoors. I'm also an avid reader and love learning about new cultures through literature.