



Nikolas Biros

Contact

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Education

June 2023

Western Washington University

- Bachelor of Arts - Business Administration Marketing
- Minors - Communications & Film Studies

Expertise

- Concert Promotion
- Event Management
- Organization and Problem Solving
- Organic/Paid Social Media
- Music Industry Trends
- Public Speaking
- Exceptional Time Management
- Extensive knowledge of multiple forms of entertainment

Technology

- Teams
- Hubspot/Hootsuite
- Zoom
- Canva
- SPSS
- Instagram/Facebook/TikTok
- Microsoft Office

Experience

April 2022 - June 2023

AS Productions | Western Washington University

Marketing Coordinator - Music and Entertainment

- Planned and executed marketing campaigns for over 120 concerts and events
- Developed strong interpersonal communication skills
- Coordinated artist interviews and print promotion
- Created weekly social media graphics through Canva
- Worked with a team of several people with diverse backgrounds
- Furthered understanding of event planning and promoting artists and bands
- Strengthened creative skills in coming up with ways to engage students
- Participated in hiring committees involving reviewing resume's and interviewing applicants
- Developed legacy document detailing experience and advice for future hirees

April 2022 - June 2023

KUGS FM | Western Washington University

Radio DJ

- Built weekly playlists from wide selection of artists and bands
- Created weekly 2-hour long Specialty Show focused on the evolution of certain genres throughout time
- Strengthened communication skills through live radio broadcast
- Researched and prepared talking points about songs and artists
- Widened knowledge of local bands and upcoming artists
- Operated an on-air mixing board
- Held on-air concert ticket give-aways and promoted Bellingham events

March 2021 - December 2021

Academic Student Advisor | Western Washington University

Student Advisor

- Developed leadership skills working with diverse groups of people
- Strengthened communication skills
- Gained experience presenting information to small groups
- Enhanced interpersonal skills through one-on-one work
- Expanded knowledge of academic programs, policies, procedures, and services
- Gained experience working in a remote setting and enhanced proficiency in technological tools like Zoom and Teams

December 2021, 2022

Dimitriou's Jazz Alley

Busser

- Served quality cuisine prepared by a professional kitchen
- Worked in a fast paced environment
- Strengthened organization skills in ensuring each customer received what they ordered
- Learned on the job, with brief training, during busy holiday season period
- Expanded multi-tasking skills in high volume, high stress situations
- Enhanced confidence in asking questions and communicating with other staff