Annika Tamborra

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EDUCATION

University of Colorado Boulder
May 2022
Bachelor of Arts

SKILLS

- **Business Development:** event marketing, database management (Salesforce, Excel), sales, client relations, relationship management, fast-paced environments, budget management, market analysis
- **Creative & Content**: Canva, graphic design, copywriting, website updates, editorial calendars, social media management, email marketing

WORK EXPERIENCE

Brokers Agent & Event Marketing & Social Media Manager, RE/MAX Leaders
September 2023 - Present
Denver, Colorado

- Coordinate marketing operations, client communications, and administrative support for a top-producing real estate team generating over $75M in annual sales volume
- Manage databases (primarily in Salesforce) and daily lead tracking systems, maintaining accurate records and supporting outreach and engagement initiatives
- Track revenue, expenses, vendor invoices, and contractor coordination to support operational and event-related budgeting needs
- Develop and execute social media content strategies across Instagram and Facebook to strengthen community engagement and brand visibility
- Collaborate with clients, vendors, and internal stakeholders to manage timelines, contracts, and project deliverables in a fast-paced environment
- Analyze market and engagement data to improve outreach strategies and audience conversion

Event Marketing Intern, ChillCo, Inc
September 2022 - August 2023
Denver, Colorado

- Supported event marketing initiatives connected to major local entertainment events, including campaigns tied to the Denver Broncos
- Developed promotional materials to increase attendance, engagement, and brand awareness
- Tracked event performance metrics including registrations, attendance, and revenue reporting
- Coordinated with vendors, staff, and community partners to support event logistics and operational needs