



Leslie Gutierrez

ACCOUNT COORDINATOR

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SKILLS

- Problem-solving
- Communication
- Attention to detail
- Multi Brand knowledgeable
- Passion for brands
- Creative thinker
- Story telling
- Microsoft Office
- Time management
- Organization

LANGUAGES

- Spanish
- English

Dedicated and results-driven Brand Account Coordinator with a strong background and bubbly personality. Highly resourceful and flexible with the ability to problem solve promptly. Passion for brands, products, and consumer understanding - Knowledge of the beauty/skincare industry - Creative thinker - Self-starter who thrives in a fast-paced environment - Superb communication, presentation, and organizational skills.

EXPERIENCE

ACCOUNT COORDINATOR **Dec 2022 - Present**
Keys Soul Care | Ulta San Antonio

Built relationships between cross-functional brands

Plan and execute in-store events including elevated brand experience events and provide in-store partnerships to achieve sales targets.

Managed any out-of-stock or visual merchandising needs

Participate in Bi-Weekly and Monthly B&M meetings and communicate any business opportunities within the territory.

Maintain organization to ensure deadlines are being met, weekly sales recaps, event recaps, store visit recaps, and store visit schedules.

MULTI BRAND FREELANCER **Jan 2022 - Nov 2022**
Kylie Cosmetics, Fresh, Grande MD, Beauty Bio
| Ulta , Sephora , Nordstroms

Developed a skincare routine for customers

Showed customers the benefits of the brand and explained how to use the products.

Met sph, weekly calls with the account executive

Logged all sales and sent weekly recaps of out-of-stock items, top sellers, and strongest doors.

EGC planning

COUNTER MANGER **Feb 2018 - Oct 2021**
Dior Cosmetics, Gucci Boutique, Laura Mercier | Saks Fifth Avenue

Trained, coached, and developed a staff of beauty consultants to achieve their personal productivity and Company goals and objectives.

Build lasting relationships with new clients/returning clients

Performed makeovers

Cientele through Saks Fifth Avenue Software

MAKEUP ARTIST **Jan 2017 - Feb 2018**
NYX Cosmetics | San Antonio

Performed make overs , Attended store events, and opened 2 stores in Texas Austin and San Antonio locations.

EDUCATION

BUSINESS MARKETING **Jun 2021 - Present**
University Of Phoneix | San Antonio