



Danielle Borisy

Project Manager & Creative Consultant

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PROFESSIONAL EXPERIENCE

HARRY CARAY'S RESTAURANT GROUP

May 2022 - Present

MARKETING MANAGER

THE DORGER MCCARTHY GROUP KELLER WILLIAMS ONECHICAGO

December 2017 - April 2022

OPERATIONS MANAGER

- Multi-talented support system for team of seven
- Facilitate new agent onboarding and train new admins
- Plan and lead team, admin, and marketing meetings
- Analyze and improve organizational processes and team standards & expectations
- Develop operations manual and onboarding materials
- Listing and Transaction Management for 100+ transactions per year
- Perform administrative tasks and maintain and update 1,500+ client database
- Provide a boutique real estate experience with high-quality customer service

COMMUNICATIONS & MARKETING MANAGER

Graphic Design / Marketing Strategy & Execution

- Create and implement annual Marketing and Events Calendars
- Operate as and in-house graphic designer and creative consultant

Digital Marketing & Social Media Management

- Develop brand identity and marketing materials
- Implement cross-channel marketing to increase brand and listing visibility
- Design MailChimp HTML email campaigns for 2,000+ client and industry databases
- Track MailChimp and Facebook Ad analytics
- Introduced a new Quarterly Newsletter campaign for clients

COMMUNITY ENGAGEMENT SPECIALIST

Non-Profit & Community Outreach Liaison

- Research service opportunities and non-profit partnerships
- Partner with Non-Profits & Community Outreach Organizations for each client event

EVENTS PLANNER AND COORDINATOR

- Execute 5-7 client appreciation events and campaigns annually
- Organize special event for key referral partner University of Chicago
- Event Organizer, Volunteer Coordinator, and Donations Coordinator for annual "Boots for Babes" Boot Drive & Holiday Party benefiting McCutcheon Elementary

FREELANCE PARTNERS

UCH KOVLER DIABETES CENTER

Peggy Hasenauer
Creative Consulting
Project Management

BR. RICE HIGH SCHOOL

Tammy Stelnicki
Creative Consulting
Graphic Design

JOEY T. FOUNDATION

Maureen Toscano
Book Layout & Design

A Little Bit About Me...

Vibrant spirit with a passion for connecting people
Motivated self-starter mindset
Thrive in a collaborative high-performance culture
Innovative thinker with a problem-solving eye
Both big-picture and detailed oriented
Superb writing and communication skills

EDUCATION

DEPAUL UNIVERSITY | 2017

BA Public Relations & Advertising

Minors: Applied Psychology & Creative Writing

AREAS OF EXPERTISE

PROJECT MANAGEMENT

Teamwork
Communication
Adaptability & Flexibility
Organization
Time-Management
Problem-Solving
Networking

CREATIVE CONSULTING

Creative Strategy
Digital Marketing
Graphic Design
Copy Editing
Collaboration
Multitasking
Curiosity
Enthusiasm

SKILLS & TECHNOLOGY

PRESENTATION

PowerPoint
Infographics
Presi
GIFS
iMovie

DESIGN

Procreate
Illustrator
Photoshop
InDesign
Canva

MARKETING

MS Suite
G Suite
MailChimp
HootSuite
Top Producer

VOLUNTEERING

BIG SHOULDERS FUND

Student Mentor