

ALY MCHUGH

CREATIVE WRITER WITH A
PASSION FOR MUSIC

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ABOUT ME

I am an ambitious and enthusiastic graduate who seeks to pursue a career in the PR industry.

I enjoy writing, especially about things that interest me. In my spare time I run a music blog where I write about my favourite artists and events.

I am highly organized and reliable; this put together with my energetic and optimistic personality enables me to become an efficient individual.

MY SKILLS

- High standard writing in English
- Fast learner and eager to learn new skills
- A natural leader and able to plan & communicate well with others to get jobs done

TECHNICAL SKILLS: Microsoft Office, Adobe Photoshop, HTML

TRAINING/ACHIEVEMENTS: Till Trained, Bar Trained, Driving Licence (No Points);

EDUCATION

University of Portsmouth
(September 2012- July 2016)

English and American Studies Undergraduate - Second Class Honours

La Swap
(2009-2011)

3 A levels including English literature - C, History - C and Sociology - C

La Sainte Union Catholic School
(2004-2009)

10 GCSE's including English - B, Science - C, Maths - C

OTHER WORK EXPERIENCE

Diesel (March 2015-August 2016)
Premium Sales Advisor

Fat Face Head Office (July 2013-April 2014)
Customer Service Advisor

Hollister Co Brent Cross (October 2010- June 2014)
Sales Assistant

REFERENCES

Available on request.

WORK EXPERIENCES

STAGE MANAGER

ARTIST LIAISON

(JUNE 2016)

SOMERLEY TEA PARTY FESTIVAL

- Liaising with key artists to make sure they are on the stage on time to perform and they have all the equipment needed
- Providing refreshments for the artist and their guest's choice
- Communicating with other members of staff in order to keep the stage a success
- Establishing a professional but good relationship with the artist and their guests, to ensure they are comfortable and happy with the environment

EVENT MANAGER

(APRIL 2016)

NIGHT VIBES

- Liaising with the venues
- Managing the guest list
- Create artwork to promote the event on social and print media
- Organising charity donations and give aways
- Using social media to promote the event including Facebook, Twitter and Instagram
- Administration work and communicating with people via phone, email and face to face
- Formulating flyers and posters and distributing them in the local area to attract awareness to the event and cause

EVENT PROMOTIONS

(JANUARY 2013-
SEPTEMBER 2015)

ESKIMO 11

- Assisting with queue control
- Supporting the VIP area and attending to VIP guests
- Using flyers and social media to help promote each event
- Working on the cash register and front of house

EVENTS ASSISTANT

(SEPTEMBER 2011-
APRIL 2012)

MANSION HOUSE

- Organizing the guest lists and table plans
- Sending out invitations, which meant dealing with highly sensitive information
- Using Microsoft Office to formulate information regarding the guests
- General administration work
- Liaising with high profile guests and event managers to ensure the event is a success
- Assisting front of house at the events and ushering guests

INTERESTS



MUSIC



PHOTOGRAPHY



FASHION



TRAVEL