

**Nicolas Maye**

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**Current situation:** I'm a Swiss citizen and I spent 5 months in Toronto, from May to July 2009 with a student visa. I had to return to France at the end of September because my visa was expired. I'm now looking for an opportunity to work in Canada, in Toronto particularly, and I'm eligible for the Youth Mobility Program (which gives a working permit as soon as a company hires the candidate). I have a master degree in Marketing / Communication with 3 years experience. Please feel free to contact me on my mobile phone if you need any further details.

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**Account Manager – 3 years experience**

Team-player with excellent communication skills and ability to establish and maintain strong relationships with clients and suppliers. Excellent ability to manage several projects under pressure. Fluent in both French (mother tongue) and English (Toefl 97/120).

Expertise includes:

- Creative team briefing
- Production management for print, website construction, flash and 3D films and online advertising
- Media planning
- Budget management
- Bilingual French / English

## PROFESSIONAL EXPERIENCE

**Mahogany SA | [communication agency](#)      [November 2006 to May 2009](#)**

Clients: luxury watchmakers (DeWitt, Gerald Genta, Romain Jérôme) ; Naville Détail (Food, Press and tobacco retailer), Loterie Romande (Swiss Lottery), Parkgest Services SA (Parking management)

Work: global advertising campaigns, print, web solutions

➤ Account Manager – DeWitt Watchmaker (March 2008 – May 2009)

- Advertising campaign coordination: creative team briefing, client presentations, suppliers' management (photographers, creative teams, printers), production

- coordination (print schedules according to media and off media planning).
  - Catalogues and instructions booklets coordination: creative team briefing, 9 languages translation management, print coordination.
  - Brand multimedia development management: e-mailings, multimedia press kits, banners ads, corporate videos.
  - Budget, estimates and billing.
- ➔ Account executive - Naville, Relay, Paul, Hub, Loterie Romande, Parkgest Services SA, Romain Jérôme (November 2006 – March 2008)
- Naville / Relay (worldwide press and tobacco stores): Mass media promotional campaigns management for the Swiss market (200 shops).
  - Paul (French tradition bakeries): opening and promotional campaign for the 4 first points of sale in Switzerland.
  - Hub (food convenience stores): marketing and brand research for a new brand's development on the swiss market. Visual identity and brand guidelines creation, creative team briefings for the points of sale general layout, products packaging and opening campaign.
  - Loterie Romande (Swiss lottery): New scratch lottery ticket's creation for the Swiss market: creative team briefing, client presentations, production management. Above and below the line campaigns management.
  - Parkgest Services (car parks management): New website's development [www.parkgest.ch](http://www.parkgest.ch). Web designer and creative team briefing and coordination and engine optimization.
  - Romain Jérôme (luxury watchmaker): New micro-website's development for the launch of a new watch (Titanic DNA). Web designer and creative team briefing and coordination.

Rolex SA | [luxury watches](#)

[January to October 2006](#)

- ➔ Internship in the Advertising Department
- Advertorials management for the International Herald Tribune, Daily Telegraph, Le Monde, El Pais and La Republica newspapers.
  - Covered topics:
    - World Equestrian Games 2006
    - Wimbledon 2006
- Creative team and writers briefings, according to the approvals or comments of the celebrities' agents and internal management.

## EDUCATION

- Master degree in marketing and communication management  
IDRAC LYON – (Institut de Recherche et d’Actions Commerciales de Lyon) 2006
- DUT (Bachelor) "Marketing and trade"  
(Savoie University) 2002

## SKILL SET

- Fluent in French (mother tongue) and English (Toefl 97/120)
- Softwares: Windows and Mac environment

## REFERENCES

- Ms. Alix VIDAL, Mahogany S.A. communication agency director
- Ms. Ingrid MATHIEU, internal and institutional communication manager  
Somfy Group (home motion worldwide).

## INTERESTS

- Sport: squash, skiing, snowboarding
- Member of a village event association
- Traveling