AMIRIS PERDUE

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QUALIFICATIONS SUMMARY

- Excellent oral and written communication skills
- Highly detail orientated
- Ability to build and maintain relationships.
- Experience with executing communication strategies.
- Artist Management with a background in public relations.
- Proficient in creative and informative writing.

WORK EXPERIENCE

Made in Memphis Entertainment (MIME) (BeatRoots Distribution Intern) 2021

- Organize and upload metadata for releases on the distribution dashboard
- Gather assets to support releases including music, lyrics, one-sheets, and bios.
- Lyric transcribing
- Assist with client services projects

Story Time Communications (Public Relations Manager) April 2019-Present

- Create one-sheets, timelines, press releases, quote sheets, bios, media rollout campaigns, release calendars, pitch decks and EPKs for artists.
- Compile and submit music for release.
- Developed over 20 pitches for three clients on the roster and secured over 15 placements.
- Secured digital and editorial placement with UPROXX magazine, REVOLT TV, Elevator magazine, ONE37Pm, Progress Report, Big Facts Podcast, EarMilk, Kazi Magazine, and more.
- Secured a relationship with Audiomack and negotiated an agreement for DJ Marc B to have his first DJ set for the Hometown Heroes Atlanta show at Buckhead Theatre, headlined by Young Nudy.
- Conduct research, compile and analyze data, and create reports.
- Obtain and distribute concert tickets to regionals and radio stations.
- Process and manage invoices
- Coordinate meetings
- Coordinate travel for press runs
- Ran ads on Youtube, Facebook, Instagram, Google

VA (VETERAN AFFAIRS) EDUCATION SPECIALIST 2017-2021

- Help veterans and veteran dependents obtain educational benefits.
- Offer support and mentor veterans pursuing higher education
- Provide resources to veterans and dependents for mental health, housing, employment, and education. Guide veterans attempting to navigate at a civilian
- File paperwork containing private information.
- Communicate with lead specialist about weekly checkups for veterans pursuing higher education.

CONTROL YO RECORDS (EXECUTIVE ASSISTANT) 2019-2021

- Maintaining daily order and structure
- Plan weekly meetings and run weekly meetings by using parliamentary procedure, google calendar and outlook calendar.
- Maintain and submit expenses using excel spreadsheet
- Coordinate travel for artists and executives
- Execute branding and marketing strategies
- Develop an execute strategic marketing and PR campaigns
- Collecting data from each rollout and monitor performance
- Build and maintain relationships with streaming platforms, publications, A&Rs, producers, and artists.
- Package music to be released (clear beats, get music mixed and mastered, obtain album artwork)
- Submit music to distribution companies
- Reviewing contracts for distribution deals with Create Music Group and United Masters.
- Run ad campaigns on various social media platforms including Instagram, Facebook, and YouTube.
- Attend studio sessions and critique artists music on a as needed basis.

THE PLUGAHOLICS BRANDING AND PUBLICITY AGENCY (PUBLIC RELATIONS INTERN) FEBRUARY 2019-2020

- Assisted in creating pitches, bios, and press releases for four clients.
- Accompanied Reemarkable (daughter of Eazy E.) to and interview with The Progress Report in Atlanta.
- Planning committee for Coalition DJ's 12th anniversary party.
- Booked travel
- Sought potential clients

INTERNSHIP WITH BRANDON "HOPP" BROWN (SUMMER 2019)

- Found studios for sessions with artists
- Sought talent
- Researched artist discography
- Booked travel
- Sorted through demos that led artists to meetings

ADDITIONAL WORK

- Developed 6-month PR Plan for BRS Kash of LVRN
- Secured Press for BRS Kash of LVRN
- Developed pitch decks, one-sheets, bios, and presentations for LVRN with Marketing coordinator Jamari Jones
- Contributed rollout ideas for artists on roster including BRS Kash and OMB Bloodbath
- Audiomack playlist curator
- Assisted in coordinating “Kap de Mayo” event with Kap G in Atlanta and partnered with Lyft
- Manager to R&B artist Erica Dawkins - Secured songwriting placement with K Camp
- Manager to R&B HipHop Producer, Ezell Brown
- Developed and executed PR campaign for Benin City signees Tniyah and Tahgi
- Connect with producers and songwriters to collaborate with each other and secure placements
- Develop and send songwriting and beat packs to artists, producers, A&Rs, and talent managers

EDUCATION

Georgia State University (2020)
Associates in Journalism with a concentration in Public Relations

Georgia State University (Present- Expected graduation date Spring 2022)
Pursuing Bachelor's Degree in Journalism, Minor in Speech, Concentration in Public Relations