

Megan Leigh

(703) 967-6330
meganleigh@gmail.com

Education

Virginia Commonwealth University, B.A. Fashion Merchandising May 2023

Work Experience

Social Media Intern April 2023 to August 2023
Social Media Manager August 2023 to Present
Brand Gloss
Richmond, VA

Creates and oversees the implementation of social media strategies for various clients. Conducted industry research for clients to stay on trend. Measured and analyzed the success of social media strategy.

Spray Tan Artist May 2023 to Present
NudeFX Richmond, VA

Provide clients with natural sunless spray tan through color theory analysis and the Fitzpatrick Scale. Perform daily upkeep duties for two studios. Build and maintain customer relationships. Inform clients of solution ingredients and proper aftercare to ensure lasting results.

Sales Associate October 2022 to April 2023
Lou Lou Boutique Richmond, VA

Conducted opening and closing tasks. Provided customers with product knowledge to build trust and resolve customer inquiries. Processed inventory including pricing and visual merchandising within the store.

Childrenswear Intern May 2022 to August 2022
Fashion Snoops
Remote

Reviewed Childrenswear industry trends to create retail reports for lead Fashion Forecasting company. Wrote copy for retail and "Hot Now" reports. Collected relevant imagery for reports using Illustrator.

Social Media and Administrative Intern July 2021 to July 2022
Javier Cabada Fine Art Washington D.C. and Remote

Took inventory, and packed and shipped paintings. Directed social media accounts through daily posts on Instagram and Facebook. Responded to business requests. Used marketing techniques to engage with new and existing clients. Created contemporary brochures and pamphlets to showcase artwork.

Assistant Manager February 2017 to December 2021
Covet, LLC Arlington, VA

Furnished regular assistance to ensure the smooth operation of the boutique. Conducted opening and closing tasks, and coordinated employee scheduling. Conducted inventory control by unboxing merchandise, checking shipments, and pricing merchandise. Created dynamic, eye-catching displays of current merchandise. Cultivated customer relationships through personal interactions, special events, gift advice, sales, and follow-up.

Skills

Microsoft Office 365 (Word, Outlook, Excel, and OneDrive), Google Workspace, Squarespace, Adobe Creative Suite, LightSpeed, VagaroPro, ClickUp, Canva, Notion, and Iconosquare.