

DINA ZAYED

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EXPERIENCE

Insight Productions, Toronto— *Production Assistant*

October 2014- PRESENT

[Big Brother Canada 4 & 5](#) | [Canada's Walk of Fame 2014 & '15](#) | [Juno Awards 2015](#) | [Top Chef Canada 5 & 6](#) | [The Launch](#)

Duties include but not limited to transporting show guests, responsible for obtaining production goods, managing budget and handling petty cash, wrangling, helping in the studio and the Art Department

CAO Productions, Toronto — *Freelance Host*

September 2016

["Girl Talk and More"](#) on behalf of [Big Brothers Big Sisters Program](#)

Live show at East York Town Centre

Tricon Films & Television, Toronto — *Various*

July 2014 - March 2016

[YTV's The Next Star](#) - Audience Assistant

[Summer Beach Bash & The Expendables](#) – Driver and Set Production Assistant

Field Manager, Toronto

May 2015 - PRESENT

[Tim Horton Coffee for Communities](#) | [The Next Issue](#) | [Auto Show Contest Booth](#) | [RBC's Avion Holiday Boutique](#) | [BeceL Sampling](#) | [SPC-H&M](#) | [Bicks](#)

Manage a team of Brand Ambassadors, improve pitches, report to Program Coordinators, handle cash flow, set-up and tear-down, contact Event Organizers

Brand Ambassador, Toronto

May 2015 - August 2016

[Tim Hortons](#) - Represented Mosaic Marking, 2 week tour from Toronto to Saskatchewan |

Represented Rhoddy Marketing, Tim Horton's Norfolk County Fair

[CIBC](#) - Pan Am Games, 41-day Torch Relay Tour

[Experiential Marketing Companies](#) - Inventa World, Kognitive Marketing, Mosaic Sales Solutions, Match Marketing, GMR Marketing, XMC Marketing, Moon Marketing, Rhoddy Marketing, Compass-Canada and Event Pro Strategies

[Represented Brands](#) - Nintendo, Pure Leaf, ScotiaBank, Money Mart, CIBC, TD Canada Trust, RBC, Coca-Cola, The National Post, T-Connect, Canadian Tire, Allstate, State Farm, Tim Horton's, Metro Newspaper, LEGO, Research Matters, All You Need Is Cheese, Dairy Farmers of Canada, Gold Bond, Monster Media, Next Issue Online Magazines, Mina Halal

OBJECTIVE

Join competitive and challenging environment where my skills and knowledge can be utilized to their full potential

SKILLS

Strong Interpersonal
Leadership Qualities
Work in fast-paced environment
Organized
Time Management, Punctual
Excellent Communication
Work in team or independently
Reliable and Conscientious
Work Under Pressure
Quick Learner
Analytical, Problem Solver

TECHNICAL SKILLS

Mac & Windows
BurlI
Adobe (Final Cut, Photoshop, Illustrator)
Microsoft Office (Word, PowerPoint, Excel)

PUBLICATIONS

[Toronto Star Newspaper](#) "My Hijab is My Fashion Statement"

LANGUAGES

English
Arabic

Rogers Media -680 News, Toronto - Intern

January 2014 - May 2014

Edited copy and audio clips, conducted interviews for streeters, coordinated interviews and represented 680 News both in-studio and at public events

REFERENCES

Available upon request

Kognitive Marketing, Toronto - Recruitment Coordinator

February 2014 - April 2015

Search for top-quality candidates for the Promotional & Sales Representative positions available within the company

University of Guelph-Humber, Toronto - Computer Support Assistant

September 2013 - May 2014

Assisted students with various technological problems such as resetting passwords, providing information regarding software/hardware | Resolved printer issues and computer software/hardware malfunctions | Answered general questions students have about the University

VOLUNTEER

Rogers TV, Toronto

September 2013 - May 2015

[Etobicoke Now](#) - Field Producer

[Gold Hawk Live](#)- Floor Director, Production Assistant

[Daytime Toronto](#)- Floor Director, Production Assistant, Reporter

EDUCATION

University of Guelph Humber, Toronto — Media Studies

September 2010 - July 2014

Distinction in Honours Bachelor of Applied Arts

Emphasis in Journalism

Diploma in Media Communications