

Raymond Ortiz

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Profile

- Corporate event planner with over six years of experience and a strong education in hospitality and event management. Skilled at coordinating large-scale events, managing budgets, and negotiating with vendors, with a focus on efficiency and cost savings. Certified Meeting Professional (CMP), CPCE, and Certified Special Events Professional (CSEP).

Education

- Master of Science in Tourism and Hospitality Management | TEMPLE UNIVERSITY, Philadelphia, PA
- Bachelor of Science in Hospitality Management | CORNELL UNIVERSITY, Ithaca, NY

Professional Development

- Certified Meeting Professional (CMP), Events Industry Council
- Certified Professional in Catering and Events (CPCE), National Association for Catering and Events
- Certified Special Events Professional (CSEP), International Live Events Association

Key Skills

- Budgeting and financial planning
- Catering and special events
- Cost reduction and elimination
- Process streamlining
- Project management
- Task prioritization
- Vendor negotiations

Professional Experience

SENIOR CORPORATE EVENT PLANNER | DELOITTE, NEW YORK, NY | JUNE 2018 TO PRESENT

- Planned and executed over 50 successful conferences, seminars, and team-building events, with up to 500 attendees
- Managed event budgets ranging from \$50,000 to \$500,000
- Negotiated new vendor contracts that reduced costs by 15% on average

CORPORATE EVENT PLANNER | PRICEWATERHOUSECOOPERS, PHILADELPHIA, PA | MAY 2015 TO MAY 2018

- Coordinated over 30 annual meetings, product launches, and client appreciation events
- Managed all event planning phases, from budgeting and vendor selection to event design and execution
- Introduced vendor management system that expedited event planning by 20%