

Justin P. Mabee

East Nashville, TN - Ph. (615) 964-0433

justin.mabee@me.com - [@jmabeebiz](https://www.instagram.com/jmabeebiz) - [facebook.com/justin.mabee](https://www.facebook.com/justin.mabee)

justinmabee.com

Relevant Experience

- Strong knowledge of communication on both a writing platform and in person
- Highly skilled in social media awareness and branding
- Superior ability to understand the reader's perspective
- Excellence in attention to detail
- Experience with Adobe CS6 and Adobe Creative Cloud, including Photoshop, Illustrator, InDesign, Audition, and Dreamweaver, as well as Affinity Designer and Pixelmator
- Master level experience with Google for Work platforms, including Google Docs and Google Sheets
- Master level experience with all things macOS, iOS, tvOS, Apple products, services and devices
- Actively manage and maintain social networking sites for businesses
- Designer of multiple business and artist websites and social media curation, website maintenance
- Freelance in website and graphic design, and freelance writing/blogging projects
- Extensive background and knowledge in music business and industry
- Basic understanding of HTML, CSS

Professional Experience

Design Specialist - DESIGNLIVE.CO (March 2016-Present)

- Screenshare with clients on a daily basis, designing and coaching to use and create websites
- Graphic design and copy from start to completion based on client need
- Experience using and training with apps and services, including Canva, SquareSpace, Google Docs, Google Sheets, macOS, Instagram, Mailchimp, Slack, Stripe, Intercom, Weebly, Wix, Wordpress, Shopify, Facebook, Twitter, YouTube, and more

Social Media Customer Service Professional - POSTMATES (October 2016-June 2017)

- Handling tickets and responding to customers, couriers, and merchants via social media, email, and phone
- Increasing communication and awareness of importance of social media across departments

Social Media Customer Experience - LYFT (March 2016-October 2016)

- Handling tickets and responding to drivers and passengers via social media
- Increasing communication and awareness of importance of social media across departments

Mobile Technician - APPLE, INC (September 2015-March 2016)

- Customer experience, both selling and fixing customer's iPhones, iPads, and iPods
- Superior troubleshooting skill used to accomplish goals on a daily and weekly basis

Director of Artist Relations - INTERNATIONAL SONGWRITING COMPETITION / UNSIGNED ONLY (March 2015-September 2015)

- Customer experience, using phone and email to communicate with entrants on a daily basis
- Database management, regularly updating entries using Excel and File Maker Pro
- Music downloading and reviewing, regularly picking semi-finalists and finalists for competitions
- Website design for the judges's voting platform
- Social media development and curation for all social media accounts
- Manage and supervise interns, and oversee their work (teams of 5 students)

Social Media Director, Lead Programmer, and Digital Manager

FREQ MEDIA (August 2013-November 2014)

- Research, develop and create content for music news, with a focus on Christian music
- Develop and maintain all social media and website content (Twitter, Facebook, Instagram, YouTube)
- Develop and launch new channels with engaging content to grow audience, with a focus on Christian music
- Develop and research programming for new and existing channels, focused on Christian music
- Develop and maintain relationships with industry contacts and professional artists, with a focus on Christian music

Sales and Product Specialist - MACADVANTAGE (January 2013-June 2013)

- Trained customers on usage of iPhones, iPads, Macs, OS X, iOS and various apps
- Helped customers discover and purchase Apple products
- Basic Mac and OS X troubleshooting on Apple products
- Regularly explained "technobabble" into laymen's terms for customers

Music Business Experience and Internships

- Ardent Records, Memphis, TN - Maintained and curated content for blog 2008-2009
- Area One Ministries, Memphis, TN - Social Media Manager 2009-2010
- Folk Alliance International, Kansas City, MO - Social Media Manager Intern 2008-2012
- Wannado, Inc, Nashville, TN - Social Media Manager Intern 2014

Writing Experience

- Full writing portfolio from 2012-2016 is available at: www.medium.com/@jmabeebiz
- Writer for HM Magazine during 2014 (www.hmmagazine.com)
- Published in February 2016 edition of Native Magazine, available in print
- Full web and graphic design from 2013-present available at: www.justinmabee.com

Education

Masters in Entertainment Business (2013, Full Sail University)

Bachelors of Music Business Ministry (2012, Visible Music College, Memphis, Tennessee)

- Received the Excellence in Music Business Award