

# Toby Feldman

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## EDUCATION

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### University of Bristol

BA in Modern Foreign Languages, First Class Honours

Bristol, UK

2016–2020

### Jewish Free School

Secondary School

London, UK

2009–2015

- A Level Results: A\* A\* A

## EXPERIENCE

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### WOAW

Account Executive at WOAW

London, UK

November 2020–Present

- Bespoke LinkedIn content production and strategy for numerous clients.
- Social Media Management: LinkedIn, Twitter, Instagram, Facebook.
- Numerous projects: podcast outreach; content management and quality control, strategy deck and proposal presentation design.

### Universal Rights Group

Translation at The Universal Rights Group

Geneva, Switzerland

July 2019– September 2019

- Translation and Research
- Translations including the HRC41 report into Spanish, as well as many blog posts into Spanish and French.

### Infraspeak

Content Marketing and Sales

Porto, Portugal

February 2019– June 2019

- Translation of varied content
- Blogs, case studies, contracts etc from Portuguese to Spanish/Portuguese to English. Translation of Infraspeak platform (web and mobile) into French.
- Design and execution of help centre project using Atlassian and Jira.

### Biz Latin Hub

Content Marketing and Communications

Mexico City, Mexico

June 2018– January 2019

- Articles for Biz Latin Hub’s news platform and for 3rd party sites, Social Media planning + SEO, CRM (Hubspot) integration.
- Launching of ‘Industry Q and As’ project.

## OTHER SKILLS

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- **Languages:** Spanish (C1/C2), Portuguese (C1/C2) and French (C1/C2)
- **Programmes + Tools:** WordPress, Squarespace, Jira, Atlassian, Airtable, Notion
- **Social Media and SEO:** Twitter, Facebook, Instagram, LinkedIn