Granville R. Cadogan

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Work Experience

Volunteer Marketing Communications Assistant

Adriana Elcena, Toronto

- Assisted with 5 poster designs, logo development, and visual branding for the event.
- Selected photography and social media content reaching audiences of 1000+ community members.
- Collaborated with the event team to ensure a consistent and appealing visual identity.
- Supported the planning and promotion of a fashion show attended by over 100+ guests

Dec 2024- 2025

Special Needs Resource Consultant

Bay fair Daycare, Pickering

- Delivered presentations, Biweekly and documentation with clarity.
- Collaborated with multidisciplinary teams to ensure smooth coordination.
- Developed weekly individualized program plans, aligning goals with child needs.

Jul 2025-present

ECE Assistant

Bay fair daycare, Pickering

- Organized and cleaned after activities.
- Supervised 25+ young children.
- Collaborating with 4 separate departments.
- Monitored inventory and implemented cost-saving methods, lowering supply expenses by 18%.
- Assisted in budget preparation, monthly reporting, and workflow documentation.

May 2024 – Jul 2025

SKILLS:

- Event Planning
- Seo Marketing
- Google Ads
- Content Creation
- Vendor Management
- Meta Ads

EDUCATION

Durham College

- 3 Year Advanced Diploma
- Animation and digital Production

2022-2025

George Brown Polytechnic

- Digital Marketing Program

2026-2027