# ♣ Architect's Resume

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## **ANIEBIET AFFIA**

(COMMUNITY MANAGER)

### **SKILLS**

- Database management
- Relationship Building
- Community Engagement
- Event Planning
- Crisis Management
- Customer Support
- Creating Discord Servers

#### **EXPERIENCE**

#### WEB3UNI, UYO NIGERIA - COMMUNITY MANAGER

MARCH 2025 - PRESENT

- Help maintain GOOD HEALTH TRACKING and proper GROWTH METRICS.
- Held Onboarding sessions for new community members every weekend.
- Created content calendars for all social media channels, scheduling posts in advance.
- Monitored online conversations about the brand, responding to queries and complaints in a timely manner.
- Participated in brainstorming sessions with team members regarding new ideas and strategies for increasing engagement and reach on social media platforms.
- Planned and coordinated community events to increase engagement and brand
- Investigated complaints, disturbances, and violations, and resolved problems following rules and regulations.
- Provided support to customers via email or chat services when required.
- Enforced community guidelines and maintained a respectful environment

#### ANTIX, SAN FRANCISCO, CA - AMBASSADOR

SEPTEMBER 2024 - PRESENT

- Content creation to promote the Project, prior to their TGE.
- Maintain a welcoming atmosphere in the community for members.
- Participated in community outreach activities to promote the company.
- Represented the brand's values and mission with integrity and enthusiasm.
- Implemented creative strategies to increase brand awareness and engagement.
- Implemented crisis communication plans in response to negative publicity or unexpected events affecting the organization's reputation.

#### **EDUCATION**

#### UNIVERSITY OF UYO, UYO NIGERIA — B.Rad

NOVEMBER 2025 - PRESENT

#### **WEB3UNIVERSITY**

OCTOBER 2024 - MARCH 2025

CERTIFICATE OF ACHIEVEMENT

