

Contact

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Creative Portfolio

<https://nikkacarolina.com>

Education

2025

Fashion Marketing

MOD'SPE Paris Study Abroad

2022- 2026

B.A. Fashion Merchandising

California State University Long Beach
GPA 3.737 (Cum Laude)

Skills

- Production Coordination
- Event & Activation Support
- Creative Production
- Event & Project Logistics
- Production Planning
- Project Coordination
- Timeline & Deliverable Tracking
- Vendor & Partner Communication
- Onsite Production Support
- Creative Research
- Cross-Functional Collaboration

Languages

English (Fluent)

Italian (Fluent)

French (Intermediate)

Nikka Cei

Experience

May 2025 - Present

Paris France & Los Angeles CA

Freelance Styling & Creative Production

- Coordinate end-to-end creative projects from pre-production through execution, managing all sample tracking, fittings, product pulls, returns, and complex shipping schedules.
- Streamline communication between high-profile showrooms, brands, photographers, creative directors, stylists, and talent to ensure all project deliverables stay on schedule.
- Manage multiple competing deadlines across fast-paced shoots and presentations, proactively troubleshooting last-minute operational and logistics issues as they arise.
- Support production teams with targeted market sourcing, industry research, talent scheduling, and day-to-day timeline coordination.
- Provide active, on-the-ground support during live shoots and brand events, coordinating material distribution, vendor deliveries, and set construction

March 2026 - Present

Zero Seasons, Huntington Beach, California

Operations & Marketing Coordinator

- Produce brand photoshoots from initial concept planning through wrap day, managing vendor logistics, merchandise selection, and production schedules.
- Coordinate multi-channel marketing and operational workflows, successfully aligning project timelines, creative deliverables, and cross-functional team communication.
- Manage day-to-day Shopify e-commerce operations, overseeing catalog updates, accurate product data entry, inventory tracking, and digital launch schedules.
- Conduct routine website QA testing and digital asset audits to identify technical bugs and resolve product listing discrepancies prior to publication.
- Maintain a centralized repository of project data, digital brand assets, and operational documentation to optimize workflow transparency across the team.

May 2025-Present

Bedawi, Los Angeles

Production Coordinator

- Produce engaging brand content from ideation through final export, collaborating closely on creative direction, location scouting, and multi-platform distribution.
- Coordinate garment logistics, prop sourcing, and studio setup to guarantee production teams are fully prepared for content capture days.
- Capture and edit compelling visual stories designed to elevate brand identity and increase audience engagement across primary digital touchpoints.
- Collaborate on overarching creative concepts, translating high-level seasonal brand direction into a cohesive, aesthetically polished visual narrative.

March - May 2025

PARIS PARIS, Paris France

Marketing & Brand Coordinator

- Assisted with the on-site setup and hosting of local brand events, managing guest check-ins, tracking RSVPs, and capturing raw behind-the-scenes content.
- Created and posted daily content for Instagram and TikTok, interacting with the online community to maintain an active social media presence.
- Gathered creative materials, sorted digital photo assets, and tracked project deadlines to keep the team's content calendar organized.
- Researched local Parisian fashion trends and scouted aesthetic pop-up locations to pitch fresh visual ideas for upcoming social media projects.

January 2025

Boon, Paris, France

Paris Fashion Week Showroom Operations & Production Assistant

- Supported high-volume showroom operations through meticulous sample tracking, localized inventory management, and space preparation for seasonal buyer appointments.
- Coordinated time-sensitive sample rotation and global shipping logistics for designer fittings and PFW presentations.
- Facilitated clear communication channels between internal management, external stylists, and international retail clients to keep production workflows organized.
- Assisted with fast-paced showroom setup and hospitality needs in a premium, client-facing environment during Paris Fashion Week.