

Raymond Puentes

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SUMMARY

Strategic communications leader with a track record across geopolitical consultancy, nonprofit media, and higher education, turning complex information into clear, actionable outcomes for diverse audiences and stakeholders.

WORK EXPERIENCE

Enrollment Communications Officer
Florida International University

March 2026 – Present
Miami, FL

- Serves as a liaison between students and university systems, resolving complex enrollment issues across multiple channels while contributing to institutional retention and recruitment strategy.

Communications Manager
Autran Group

Jun 2025 – May 2026
Miami, FL

- Coordinates editorial quality control and cross-stakeholder collaboration while supporting high-impact strategic analysis and business development.

Content Manager
Pan Am 103 Lockerbie Legacy Foundation

Oct 2024 – Jul 2025
Miami, FL

- Managed digital preservation of a large-scale humanitarian archive while overseeing video production and administrative operations for a mission-driven nonprofit.

Communications Analyst
Autran Group

Aug 2024 – Jun 2025
Miami, FL

- Produced actionable geopolitical risk assessments and strategic briefings on Middle Eastern political, economic, and security dynamics for senior partners.

Content Intern
Pan Am 103 Lockerbie Legacy Foundation

Oct 2022 – Aug 2023
Miami, FL

- Digitized and catalogued historical artifacts, establishing an accessible archival infrastructure for long-term research and educational use.

Psychology Research Assistant
Florida International University

May 2022 – Aug 2022
Miami, FL

- Conducted in-depth research on memory retention in collaboration with a prominent legal psychologist at FIU's TRIIAD Lab.

EDUCATION

Florida International University
MS in Global Strategic Communications

April 2026
Miami, FL

Florida International University
BA in Psychology, Minor in History

April 2024
Miami, FL

SKILLS

- Project Coordination & Database Management (Google Suite, QuickBooks)
- Digital & Social Media Marketing
- Content Management Systems (WordPress)
- Generative AI Tools (ChatGPT, MidJourney, Claude)