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| Laura Alexander lauraelisabethalexander@gmail.com |
| 1403 Oak Court, Lafayette, IN 47905 |
| (317) 376-2989 |
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| Education | Purdue University, West Lafayette, INB.A. in Political Science, minors in Russian and Philosophy**Liberal Arts Honors Program, Dean’s List** **Graduating May, 2011** (earned degree in three years) **GPA 3.73/4.0** |  |
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| Transferrable Skills | * Well-formed communication skills – gave presentations on a variety of topics; wrote clear in-depth essays as well as summaries of complex literature/articles
* Excellent research skills – passionately pursued knowledge independently
* Gained international and cultural perspective, is able to work with a diverse group of people well – Russian language, culture, and history courses
* Team-oriented – worked in groups to solve difficult problems, delegated tasks
* Familiar with SDA analysis – conducted cross-tabulation analysis of public opinion polls to uncover what factors motivate citizens/consumers
* Learned to multi-task and meet deadlines – juggled multiple commitments, such as work, and school successfully, displaying flexibility, and willingness to go the extra mile
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Career History |
|  | Keyholder/Sales Associate | University Spirit West Lafayette, IN August, 2009 to present* Entrusted to manage multiple locations without supervision
* Opened and closed stores
* Handled electrical and facility malfunctions – handled crisis calmly and independently
* Updated client address list
* Experienced in customer relations – answered phones, resolved customer complaints
* Reconciled cash register and responsible for end of day deposits

**Server |** *Steak n’ Shake* **| Crew |** *McDonald’s**Steady employment throughout High School* |
| **Academic Experiences** | **Purdue Russian Club, Treasurer*** Participated in Russian theatre plays, comedies, and musical numbers
* Won Outstanding Performance Award (Spring 2010)
* Organized events-booked venues, arranged for guest speakers
* Handled all income and expenses of Russian Club

**Pi Sigma Alpha National/Local Member –** Political Science Honor Society* Participated in seminars that delve into social and political current affairs

**Liberal Arts Honors Program*** Enrolled in courses that are intensive, team-oriented, and focused on problem solving through creative and analytical thinking

**Speech and Debate Judge, Volunteer** * Judged local high school debate tournaments, giving constructive feedback to students
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