Education

**WASHINGTON STATE UNIVERSITY AUG 08-MAY 12**

*Pullman, WA*

* Communications major- Focus: Public Relations  
  Hospitality Business Management minor- Focus: Event Planning
* GPA: 3.4
* RELEVANT COURSEWORK*–* Print PR, Hospitality Business Management, Journalism, Marketing, Broadcasting, Group Communication, PR Tech Media, Quantitative Research, Media Writing, Mass Communication, Murrow Legacy, Lodging System, Accounting

Work Experience

**NORDSTROM MAY 10-AUG 10**

*Cashier-Brass Plum Shoe Dept.*

* Handled all returns, purchases, and ordered and packed shoes for shipment to customers
* Delivered excellent customer service
* Attended fashion meetings to provide answers to product questions
* Configured till, opened and closed cash register

**LAKE WILDERNESS BAR & GRILL** **MAY 09-AUG 09**

*Server/Hostess/Cashier/Busperson*

* Cocktailed, took orders, served food, bussed tables and took care of bills on the POS system
* Greeted and seated customers
* Handled the cash register; sold extra products
* Eventually ran the “19th Hole” independently

**EMERALD CITY SMOOTHIE** **JUNE 06-AUG 08**

*Cashier/Smoothie Maker*

* Trained new employees
* Made displays to market specials
* Managed store independently, maintained floor and inventory, opened/closed store
* Handled money, POS machine, till and tips

Activities

LEADERSHIP   
 *Member-Kappa Kappa Gamma Sorority*

* Chapter Council officer: planned and implemented new Initiation service, maintained order and educated chapter on ritual
* Volunteered 40 hours of community service, participated in philanthropic events raising money, attended meetings and communicated in a large group

**CLUBS/ORGANIZATIONS**

*Member- Public Relations Student Society of America (PRSSA*)

* Attended meetings for education on PR, internships and social media

*Special Events Coordinating Team- Cable 8 Productions*

* Planned a telethon for a sponsored child, sent out a public service announcement, collected donations and organized a staff BBQ event

*Captain-WSU Intramural Soccer Team*

* Acted as a leader forming a soccer team, scheduling games, notifying team members on news and designing team shirts

**HONORS**

*President’s Honor Roll*

* 3.75 GPA

Special Skills

|  |  |  |
| --- | --- | --- |
| * Experience with social media (Twitter, Facebook, Blogspot) * Microsoft Office savvy * Computer skills * Creative with a long term interest in arts/crafts | * Associated Press Proficient * Goal oriented, focused on success * Professionally committed | * Special interest in entertainment * Admirable verbal &   written skills   * Sense of humor |

**References available upon request**