

# JESSICA CLAIRE

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## PROFESSIONAL SUMMARY

Focused Consultant and Intern with proven record of outperforming sales objectives, exceeding service standards and outpacing performance goals. Solid Research and Professional background with in-depth knowledge of related practices and market fluctuations. Motivated, team-oriented and enthusiastic.

## SKILLS

- Social media technologies
- Proficient in Promo and other video
- Making software
- Customer engagement
- Campaign implementation
- Data Analysis
- Ability to work independently and in a group setting
- Good time management skills
- Google docs, sheets, and slides
- Ability to analyze data
- Adobe Photoshop
- Business operations
- Data Analysis
- Marketing
- Progress
- Strategic
- Strategic
- Planning
- Time management

## EDUCATION

Columbus Academy  
Gahanna, OH • 06/2022  
*High School Diploma*

## ACCOMPLISHMENTS

### Role Model Magazine Feature -

Featured on *Rolemodel Magazine* as an "Unstoppable Girl Intern".

### Teen Climate Campaign Advertiser-

Advertiser for smart thermostats in my community.

### Scholarships-

Received a \$250/partial scholarship to attend a summer program called Impact 2020. Received a \$500 scholarship from my school's internship office. Received a \$500 scholarship from an accounting careers program.

### Student Diversity Leadership Conference

Only Sophomore in my school to attend the fully paid Student Diversity Leadership Conference in 2019 where I collaborated with others to innovate solutions to world issues.

**Completion of Student Task Force and Community Engagement** - Completed participation in the National Network of Schools in Partnership and Close Up Foundation's Student Task Force for Community Engagement.

## WORK HISTORY

### Deltek Systems - Consultant

Herndon, VA • 07/2020 - Current

- Conferred with existing and potential customers to assess requirements and propose optimal solutions.
- Supported clients with business analysis, documentation and data modeling.
- Authored detailed work plans to meet business priorities and deadlines.
- Worked with companies such as Hershey's to provide a business and implementation strategy.

### Kenneth Cole - Social media intern

New York, NY • 06/2019 - 08/2019

- Assisted Executive with various marketing projects that would engage potential customers.
- Maximized strategic approaches by keeping a close eye on performance and making appropriate adjustments.
- Produced and submitted weekly reports outlining progress Contributed ideas to marketing development, strategic planning and business operations.
- Executed media campaign designed to raise company profile Coordinated and participated in promotional activities.

### Fourteen Foods - Marketing intern

Oak Ridge, TN • 06/2019 - 08/2019

- Upheld strict security procedures to maintain data confidentiality.
- Extensive experience using promo and other video making technology to develop promotional videos.
- Conducted data analysis on engagement of certain demographics to assist with promotional campaigns.