

# Allison Berger

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## Experience

### **Ferndale Area District Library, Ferndale, MI**

*Circulation Specialist* | August 2023 – Present

- Checks books and other materials out/in for patrons using CarlX.
- Creates and renews library cards.
- Assists patrons with circulation-related questions and issues.

### **McMaster Koss Co., Royal Oak, MI**

*Packaging Specialist* | May 2018 – Present

- Sorts and packages parts and o-rings into kits.

### **Christ Church Cranbrook, Bloomfield Hills, MI**

*Communications and Operations Associate* | May 2021 – August 2023

*Marketing and Communications Intern* | January 2021 – May 2021

- Edited the Christ Church Cranbrook website using WordPress.
- Created, reviewed, and proofread emails and newsletters.
- Designed posts for social media platforms, such as Facebook and Instagram.

### **Lamphere High School, Madison Heights, MI**

*Girls' Varsity Soccer Assistant Coach* | March 2023 – June 2023

### **Lamphere Schools, Madison Heights, MI**

*Library CO-OP/Work Experience Student* | September 2016 – June 2017

- Sorted and shelved library books.
- Interacted with students to answer questions and locate books.
- Created displays.

## Education

### **School of Information Sciences, Wayne State University, Detroit, MI**

*Master of Library and Information Science* | September 2022 – Present |

Expected Graduation: December 2024

- Currently have a 4.0 GPA. Completed classes in Research for the Information Profession, Fundamentals of Information Technology, and Access to Information.

### **Wayne State University, Detroit, MI**

*BA in Public Relations, Minor in Spanish* | September 2017 – December 2020

- Graduated with a 4.0 GPA. Member of PRSSA. Completed classes dealing with public relations writing, news reporting and editing, public speaking, and Spanish language.

### **Lamphere High School, Madison Heights, MI**

*High School Diploma* | September 2013 – June 2017

- Graduated with a 4.1 GPA. Class of 2017 Salutatorian. Activities and Societies: Class President, Link Crew Leader, NHS Member, Basketball, Soccer, and Cross Country.