

LINDSAY RUDDY
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(609) 477- 0742

EDUCATION

The University of Maryland, College Park Bachelor of Arts - Major: Communication / Minor: Art History	College Park, Maryland Anticipated May 2020
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Fashion Institute of Technology Courses in interior design, urban wear, and garment production	New York Summers 2012, 2013, 2014
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WORK EXPERIENCE

NBC Sports - 2020 Summer Olympics Assistant to On-air Stylist	Tokyo, Japan July - August 2020
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- Selected to assist NBC stylist in wardrobe selections for on-air talent during summer 2020 Olympic coverage; additional responsibilities will include organizing, maintaining and transporting wardrobes to various set locations.

David Donahue Inc. Marketing Intern	New York June – November 2019
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- Managed online store merchandising and product configuration for leading menswear company servicing Nordstrom, Bloomingdales, among others.
- Coordinated photography shot lists and garment selections for national, on-location photography shoot campaigns.
- Produced e-commerce and social media photography shoots to be featured online.
- Developed new corporate website, ensuring content accuracy and appropriate design aesthetic.
- Researched competitors' online advertising to determine best practices for art direction in product display ads.
- Wrote posts weekly for Instagram and Facebook and communicated with social media influencers.

David Donahue Inc. Design, Product Development and Production Intern	New York Summer 2018
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- Helped prepare for seasonal Menswear Market Week, including merchandising mannequins, prepping showrooms, and maintaining samples.
- Logged-in all incoming fabric, cut swatches, and sent fabric to various manufacturers.
- Assisted during sales meetings with specialty store customers.

Leading Edge Elite Lacrosse Assistant to the Director of Programming for National Youth Lacrosse Program	New Jersey June 2017 - January 2019
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- Corresponded with college coaches to facilitate athlete recruitment, created team and tournament registration forms, coordinated elite tryouts, liaised with coaches, parents and players, updated program website.
- Helped organize all aspects of annual national tournament including scheduling, game day operations, hosting college coaches, and merchandise sales.
- Maintained program's Twitter and Instagram accounts to promote the organization and raise its national profile; photographed tournaments and special events.

Purnell School Assistant to the Headmaster	New Jersey Summer 2016
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- Supported enrollment task force and carried out administrative duties for headmaster.

Nicole Miller Intern	New York / Philadelphia Summer 2014
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- Shadowed professionals at NYC trade show and Philadelphia retail store. Prepared merchandise for display.

EXTRA CURRICULAR

Women in Business Association, University of Maryland	September 2018 - Present
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SKILLS

Proficient in Microsoft Word, Microsoft Excel, Adobe InDesign, Adobe Photoshop and Adobe Illustrator