A.T. Cessna ATC@generalmail.com | 123-456-7890

Professional Summary

Student leader with a focus on communication and helping individuals become their better selves. My strengths include advanced problem-solving skills, professional speaking ability, and writing in both journalistic and public relations formats. I thrive in team environments, and taking initiative to successfully complete projects.

Education

Bachelor of Science, Journalism and Public Relations

Sample College

Won Chalk the Walk Social Justice Award for bringing awareness to human trafficking

Public Relations and Communications Professional Experience

Marketing Team Leader

Sample College, Student Cooperative Association

- Designed and implemented marketing strategies and tactics to reach a student population of 14,000.
- Collaborated with the director to establish team leadership roles to manage 33 events per semester.
- Managed team of 12 marketing assistants at events across campus.
- Developed a plan to increase awareness among students of activities offered through the association
- Formulated messages for social media accounts including Facebook, Twitter, and Instagram.

Promotions Committee Chair

Society of Professional Journalists

- Promoted organization to undergraduate students for professional growth.
- Selected by the dean to engage with high school students to promote the Journalism department.
- Co-organized Career Day, a textbook drive, and a performance-based fundraising event.
- Created flyers using Microsoft Word to promote events.

Customer Service Specialist

Michaels Arts and Crafts

- Motivated team members to learn skills and perform tasks.
- Taught lessons for up to 10 learners, ranging from young participants to seniors.
- Spearheaded the Home Base program that improved customer experience.

Hostess and Waitress

Various Restaurants

Public Relations and Communication Academic Projects

Public Relations Campaigning: Created an institutional ad for promoting equality on campus that will be presented to the university leadership. Developed a soft sell campaign for the Student Cooperative Association.

Newswriting: Investigated culture on campus through interviews and secondary research, resulting in a news story.

Community Leadership

Student workshop leader; participated in mission trips to Appalachia, Texas, and Jamaica; homeless volunteer; 30 Hour Famine participant for 3 years to raise funds for low income children; Hosanna Industries volunteer providing home assistance to low income families.

Languages

English: Native

Spanish: Conversational. Provided in-class assistance to underperforming students

