

Bailey Ghashghai

Cupertino, CA

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EDUCATION

University of Colorado Boulder, Boulder, CO

Aug 2019-May 2023

B.S. Strategic Communication, Emphasis: Public Relations

Relevant Coursework: Strategic Thinking, Writing for PR, Software and Design Applications

GPA: 3.85/4.00, Dean's List (four semesters)

Public Relations Council - Agency Ready Certificate

Summer 2020

Topics: Persuasive writing, social media strategy, crisis communication, client service

RELEVANT EXPERIENCE

Director of Special Events; *Public Relations Student Society of America*, Boulder, CO

May 2020 - Present

- Reach out to PR and Communication executives to host as guest speakers for bi-monthly chapter events
- Coordinate with fellow Board members to promote events on LinkedIn and Instagram
- Build chapter membership through direct communication to potential new members

Digital Marketing Intern; *Saint Francis High School*, Mountain View, CA

June 2020 - Aug 2020

- Developed a mentoring program and created a system to track alumni mentor engagement
- Conducted outreach and promoted the 2,750 member alumni group on LinkedIn, Instagram and Facebook

PR Campaign; *Writing for Public Relations Course*, Boulder, CO

Spring 2021

- Created a campaign for my model client, *Ben and Jerry's*, which included a news release, social posts, story pitch, and a blog post. This also included a target audience, strategic approach, and boilerplate

ADDITIONAL EXPERIENCE

Barista; *Starbucks*, Saratoga, CA

July 2018 - Aug 2019

- Provided excellent service resulting in a positive customer experience
- Completed operational tasks assigned by management to ensure compliance of health and safety regulations

SKILLS

- Adobe Creative Cloud: Illustrator, InDesign, Photoshop
- Google Suite: Docs, Slides, Sheets
- Microsoft Suite: Word, PowerPoint, Excel
- Teamwork (collaboration, active listening, coordination)
- Creativity (design, experimenting, imagination)
- Interpersonal skills (empathy, patience, sensitivity)