

Eva R Swanson

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EDUCATION

College of William and Mary <i>Bachelor of Arts, English, Women's Studies</i> GPA: 3.49	Williamsburg, VA August 2011-May 2013
Virginia Commonwealth University <i>Bachelor of Arts, English, Gender and Sexuality Studies</i> GPA: 3.95	Richmond, VA August 2009-May 2011

PROFESSIONAL EXPERIENCE

InPower Women <i>Marketing Intern</i>	Williamsburg, VA February 2013 - Present
<ul style="list-style-type: none">▪ Research speaking engagements and compile databases of findings for consulting firm and website aimed at elevating women in business▪ Responsible for social media marketing and posting blogs	
Mad About Chocolate <i>Sales Team</i>	Williamsburg, VA October 2012 - Present
<ul style="list-style-type: none">▪ Serve customers and develop relationships with customer base to encourage customer loyalty▪ Responsible for opening and closing store and ensuring staff and facilities are properly advised and maintained	
Extraordinary Cupcakes <i>Front-end staff</i>	Williamsburg, VA January 2012 - May 2012
<ul style="list-style-type: none">▪ Presented personal skills by serving customers, helping to train new employees, baking/ making some food items.▪ Efficient in operating cash register, cleaning the premises, and opening and closing store.	
Bev's Homemade Ice Cream <i>Head trainer</i>	Richmond, VA March 2010 - July 2011
<ul style="list-style-type: none">▪ Demonstrated customer service skills by working directly with customers and handling customer relationships.▪ Presented leadership skills through working as the head trainer and leading new hires	

QUALIFICATIONS

- Proficient in Adobe Photoshop and Microsoft Office
- Innovative problem-solver who can generate workable solutions and resolve complaints.
- Results-driven achiever with exemplary planning and organizational skills, along with a high degree of detail orientation.
- Exceptional listener and communicator who effectively conveys information verbally and in writing.

ACADEMIC ACHEIVEMENTS

- Selected to Dean's List Fall 2009-Spring 2012
- Order of the Owl award in Chi Omega Fraternity for exemplary GPA