

Jessica Elle Rosa

15 Doherty Dr. Wallingford, CT 06492
jessicaelleevents@gmail.com

203-868-4409

Objective: To obtain a career in event coordination, sales, and marketing.

Education:

Southern Connecticut State University

Bachelor of Science in Communication: Graduation May 2013

Major GPA: 3.3

Specialization in Interpersonal and Relational Communication within major

Courses completed include:

- Event Planning
- Interpersonal Communication
- Organizational Communication
- Conflict Styles & Management
- Training and Development
- Leadership Development

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Experience:

Lyman Orchards

Marketing/ Special Events Intern (Summer 2011-Present)

- Collaborated with Marketing Director and Sales Director to plan, facilitate, and execute major summer, winter, and spring festivals
- Assisted with planning and executing weddings and corporate events
- Contributed in cross-promotional efforts with Lyman Orchards Golf Club
- Maintained data entry and contractual information for corporate events and weddings
- Planned in-house workshops and catered events to ensure high degree of customer experience

Crossroads in Communication

Logistics Manager (Fall 2010-Spring 2011)

- Scheduled meetings and booked venue
- Developed relationships with a multitude of vendors and collected donations for event
- Created and managed budget for event

The Limited

Assistant Manager & Sales Lead (June 2012-February 2013)

- Planned and facilitated events for our store such as Grand opening & Fashion's Night Out 2012
- Key holder with Opening and Closing responsibilities
- Managed 14 sales associates
- Merchandised and organized floor sets

Skills:

- Organized and detail-oriented, with excellent planning skills
- Innovative problem solver who can generate solutions and solve issues quickly and simply
- Team player who builds solid relationships with team members and outside networks

- Goal-driven leader who can produce high performance out of all group members
- Formally instructed in Graphic Design
- Skilled in Microsoft Office and Adobe Illustrator & Photoshop

Activities/ Community Service:

- Southern Connecticut State University softball team member, captain, and scholarship recipient (2008-Present)
- Softball Honors & Awards: Second Team All-Conference NE-10 (2011), Second Team All Region (2011), Third Team All Conference (2011), NE-10 All Championship Team (2011).
- Special Olympics Volunteer (2008-Present)
- Make a Wish/ Russell Hall Co. Charity Golf Tournament Volunteer (Summer 2007-Present)