Andrew Newman

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Permanent Address: Current Address:

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**EDUCATION**

**THE OHIO STATE UNIVERSITY Columbus, OH**

* **Bachelor’s of Arts in Strategic Communications, Minor in General Business, Expected May 2015**
* *Coursework:* Business Management & Statistics, Persuasive and Organizational Communications, Strategic Advertising, Principles of Marketing, Business Administration, Economics, Operations Management, Computer Science/Engineering
* American Marketing Association (AMA)
  + Attended weekly meetings to learn how to enhance my ability to develop marketing strategies, leadership and networking disciplines in a competitive business world
  + Public Relations Student Society of America (PRSSA)
  + Biweekly student run public relations firm that provides a professional environment for students interested in furthering their careers in communications, media relations, advertising, public relations and event planning

**EXPERIENCE**

**Brown Brothers Harriman New York, NY**

**Treasury Services Intern Jun 14’-Aug 14’**

* Prepared reports of cash balances, investment performance, principal cash exposure, and risk positions
* Promptly communicate asset/liability and liquidity needs or concerns to senior management
* Understand the firm’s principal deposit exposure at all times and ensure that short term investments adhere to the firm’s credit and risk policies

**Sheraton Columbus Hotel at Capitol Square Columbus, OH**

**Business Development & Social Media Intern Jan 14’-Apr 14’**

* Conducted analysis to determine the profitability margin for corporate meetings and events
* Collaborated on the development of a newly created value proposition in order to cater to new business segments
* Utilized social media markets such as Twitter, Instagram, and Facebook to reach new prospective clients

**United Way of Central Ohio Columbus, OH**

**Marketing and Special Events Intern Aug ‘13-Dec ‘13**

* Provided support and managed tasks for the Director of Special Events in the Marketing Department
* Developed relationships with corporate vendors to facilitate planning, audio/visual and printing needs for events
* Researched and identified new and under-served markets in order to optimize fundraising capabilities and created PowerPoint presentations to present to senior level management
* Utilized Excel to assist in administrative duties including generating expense reports and maintaining event databases

**Bloomberg Columbus, OH**

**Bloomberg Assessment Test Student Ambassador Sep ’12-Oct ‘13**

* Developed and executed a marketing plan in order to recruit students and promote the Bloomberg Assessment Test
* Generated weekly status updates regarding student participation and post-event reports

**LEADERSHIP/ PHILANTHROPIC EXPERIENCE**

**Member of the Sigma Alpha Mu Fraternity, Sigma Beta Chapter**

* + Served as Vice President & External Operations Chair where responsibilities included managing an annual budget of $250,000 and organizing special events to increase alumni involvement and capital raising
  + Participated in community service/ fundraising/ philanthropy projects for the Judy Fund of the Alzheimer’s Association

**DECA (Distributive Education Clubs of America) (2008-2011)**

* + Placed Top 5 at New York State Career Competition in 2010; Regional Winner in 2009

**COMPUTER SKILLS**

* Proficient with Microsoft Office, including Word, PowerPoint, Excel and Access
* Professional and educational use with Adobe InDesign