



Tel. 405.808.4837  
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Ambitious professional who offers service attitude, high-energy, and authenticity for opportunity to market clients to be unforgettable, create compelling brands, develop interactive messaging, and produce awe-inspiring advertisements. Personal strengths create a dependable contact for employers and clients to rely on to drive results and meet deadlines.

## Experience

### Account Service/ Jordan Advertising / OKC/ January 2013 to Present

- Lead meetings and develop agendas prior to client meetings.
- Take detailed notes during meetings to create action items and keep agency on task.
- Repair current reputation of client through answering negative reviews, offering promotions, and personally connecting through social media outlets and emails.
- Develop client's social media strategy to change negative attitudes and build/maintain customer relationships.
- Assist in client's rebranding phase.
- Create and present monthly reports of the work accomplished to meet clients' goals.
- Promote clients and gain interest in media sources.
- Manage creative team in the ad creation process so that the clients' needs are being strategically designed and deadlines are met.

### Account Manager/ NASA / January 2013 to April 2013

- Plan the event, International Space Apps Challenge, from start to finish.
- Raise awareness of the International Space Apps Challenge in the Oklahoma community through social media channels, word of mouth, emails, and Oklahoma media.
- Gain participants through personal meetings and emails.
- Remain in constant contact with NASA during implementation of the event.

### Public relations intern/ LifeShare of Oklahoma/ OKC/ May 2012 to August 2012

- Promote "LifeShare's Workplace Partnership" to gain support from corporations.
- Elicit interest in necessary employers with objective to gain appointment.
- Utilize corporate social media to bolster the foundation of the LifeShare's program and build a sustainable model.

## Skills

Marketing and Branding.      Extensive Research Skills.      Organization.  
Reputation Management.      Creative Content Writer.

## Education

University of Oklahoma / College of Journalism / May 2013  
Major- Public relations   Minors- Spanish and Sociology