May N. West

1616 NW 126th St. Oklahoma City, OK 73120

(918) 697-2733 \* [MayWest01@gmail.com](mailto:MayWest01@gmail.com)

www.mwest14.wix.com/aboutme

**Education**

University of Central Oklahoma Graduation Date: **December 2013**

**Major:** Public Relations **Minor:** Fashion Marketing

**Work Experience**

**Intern August 2013-Present**

University of Central Oklahoma

* Worked with the project manager on events held throughout the year in the Liberal Arts department.
* Composed press releases for all events and speakers

**Special Events May 2013-August 2013**

Urban Tulsa Weekly, Tulsa, OK

* Organized and outlined the Absolute Best of Tulsa awards with 500+ in attendance
* Gathered significant donations with local business in Tulsa
* Managed and grew Twitter following to 6,000+

**Senior Sales January 2012-May 2013**

Apple store, University of Central Oklahoma

* Daily demonstrations given on all Apple products
* Work with customers on the easiest way to fix their Apple products

**UCOSA Public Relations**

University of Central Oklahoma, Edmond, Ok **October 2012-May 2013**

* Liaison between media and UCOSA officers
* Social media director for UCOSA Facebook & Twitter account

**Intern**

Urban Tulsa Weekly, Tulsa, Ok **May 2012-August 2012**

* Designed and sent out weekly E-blasts to over 6,000 readers
* Assisted with planning the New Voices concert as well as The Best of Tulsa Awards
* Managed a small budget and spoke with numerous companies about donations for both events

**Intern June 2011-October 2011**

Flash Models International, Oklahoma City, Ok

* Assisted with Runway booking for Fashion Week & upcoming shows
* Head public relations chair for Oklahoma Fashion Week
* Led sponsorship and event meetings leading up to Oklahoma Fashion Week

**Public Relations Director March 2011**

Freshman Follies, Edmond, Ok

* Managed all the advertising aspects of the show
* Made initial business contacts in the Edmond community to promote the show

**Skills**

Microsoft Office specialist, Social media guru, experience creating large-scale presentations with PowerPoint and Prezi, InDesign fanatic, and Apple Product Professional Certification (APP)

REFRENCES

**Adrienne Nobles**

Director of Communications and Marketing, University of Central Oklahoma

Edmond, Ok 73034

405- 974-2103

[Anobles@uco.edu](mailto:Anobles@uco.edu)

**Susan Miller, Ed.D.**

Fashion Marketing, Human Environmental Sciences

Edmond, Ok 73034

580-421-5198

smiller43@uco.edu

**Julie Skrzypczak**

Operations Manager, Urban Tulsa Weekly

Tulsa, OK 74104

918-592-5550

JSkrzypczak@urbantulsa.com