

Delaney Lindberg

3819 Bates Street, Pittsburgh, PA, 15213 | 267.788.9843 | delaneymlindberg@gmail.com

Education

UNIVERSITY OF PITTSBURGH, DIETRICH SCHOOL OF ARTS AND SCIENCES

PITTSBURGH, PA

Major: Communication Rhetoric

Projected Graduation: April 2024

Minor: Political Science

Dietrich School of Arts and Sciences Dean's List

Certificates: Digital Media, Leadership

GPA: 4.0

Work Experience

UNIVERSITY OF PITTSBURGH, OFFICE OF FINANCIAL AID & ADMISSIONS

PITTSBURGH, PA

Pitt Pathfinder (Student Tour Guide)

November 2021 - Present

- Leads group tours for prospective students and families, providing studied knowledge about the University, answering questions, and engaging in personable conversation throughout the tour process.
- Assists with benchmarking research to enhance the program and outreach.
- Constant use of strong adaptability, positivity, and interpersonal and communication skills.
- Selected from an applicant pool of over 250 students to represent the University of Pittsburgh for Prospective Students.
- Engaged in three months of rigorous training and evaluations to begin work in the field.

THE OUTREACH TEAM

PITTSBURGH, PA

Canvasser

September – November 2020

- Engaged in personable conversation encouraging individuals to register to vote.
- Maintained positivity and personability throughout conversations with all individuals.
- Effectively communicated information and answered questions as they arose in the field.

UNIVERSITY OF PITTSBURGH

PITTSBURGH, PA

Building Safety Concierge

January 2021 – May 2022

- Monitored front desk, maintaining personability and positivity greeting students and faculty.
- Enforced university policies by checking identification and ensuring individuals were wearing masks and following associated pandemic safety protocols.

Leadership Experience

UNIVERSITY OF PITTSBURGH, PITT TONIGHT

PITTSBURGH, PA

Social Media Director

November 2021 - Present

- Managed Pitt Tonight Marketing Team by dividing roles and responsibilities among team members.
- Acted as head graphic designer, created posts, and managed the organization's social media accounts.
- Assisted in planning and organizing events to be shown to the entire student body.

EBERHART'S CUSTOM EMBROIDERY

BENSALEM, PA

Department Supervisor

November 2016 – July 2021

- Independently ran a division of apparel customization.
- Managed quality control through detail correction and finalizing orders for shipment.
- Exceeded expectations of position by training employees in various departments, assisting with various office tasks, and maintaining cleanliness of the work area.