

# Henry J. Morrow II

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henrymorrow.com

## Current Address

4415 Heritage Ct SW #8

Grandville, MI 49418

## Objective

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Business management professional with excellent problem resolution, team collaboration, and presentation skills. Seeking a rewarding position that will utilize my experience, skills and knowledge in exchange for professional growth and advancement.

## Skills & Abilities

- Conversational proficiency in Japanese
- Familiar with Mac and PC environments
- Proficient with Microsoft Office Suite
- Excel in learning usage of new software applications
- Excellent communication skills

## Education

Hope College: Holland, MI

05/2013

Bachelor of Arts in Management

Minor: Japanese

Kanda University of International Studies: Chiba, Japan

09/2012-12/2012

IES Abroad Society and Culture Program

## Work/Professional Experience

Office of Admissions, Hope College: Holland, MI

07/2013-Present

Admissions Representative

- Manage the recruitment efforts of Hope College – Assigned to Chicago and Western Illinois Regions
- Review applications of prospective students to ensure established criteria is met
- Provide admission assessments
- Orient students and parents to campus through information and tours
- Serve on the Marketing and Research & Development process teams

Around Campus: Grand Rapids, MI

05/2013-07/2013

Outside Sales Team Leader

- Managed a region of business to business sales opportunities in the Grand Rapids area
- Aided the specific needs of the business plans of sales clients
- Organized the sales team's regional opportunities and provided support where necessary

Access JP Inc.: Harajuku, Japan

09/2012-12/2012

Field Placement Intern

- Assisted in market research projects for international clients
- Organized consumer behavior data for further analysis
- Observed cultural trends in Japanese office environment during semester abroad in Japan

## References

### **Charles Green**

Professor of Psychology at Hope College

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### **Thomas Smith**

Professor of Business Management at Hope College

Phone: 616.395.7580

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### **Andy Nakajima**

Professor of Japanese Studies at Hope College

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