

JESSICA HOLOSCHUTZ BERGER

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Boston, MA 02115

EDUCATION

American School Foundation CDMX, Mexico 06/2014
High School Diploma & IB & AP Certificate
Awards and Activities: Citizenship Award, Outstanding achievement
in Art, Honor Roll, Outstanding Student in Health Education Award

Northeastern University, Boston, MA U.S.A 05/2019
D'Amore-McKim School of Business GPA: 3.4
Candidate for Marketing Degree in Business Administration
Concentration: **Marketing** with a minor in Interactive Design
Awards and Activities: Green Line Records, Dean's List

VOLUNTEER EXPERIENCE

Ashoka - Venture & Fellowship Intern (Co-op)
CDMX, Mexico 07/2017-12/2017

- Searched for potential Fellows through research, contact with nominators, presence at events, etc.
- Created candidate profiles and designed papers/graphics for the brand magazine.
- Revised applications based on Ashoka's selection criteria and contacted candidates when questions arise.
- Served as translator of documents and system updates.

El Recobro - Food distributing Assistant
CDMX, Mexico 01/2012-05/2014

- Scheduled and assisted in the collection and distribution of food and other donations.
- Co-hosted and helped organize events for members of the orphanage.

SKILLS / INTERESTS

Languages: *Fluent;*
Spanish, English

Computer Skills:

Interests:

■■■■ MS Word
■■■■ MS Power Point
■■■■ Adobe Illustrator
■■■■ InDesign
■■■■ Photoshop
■■■■ MS Excel
■■■■ Processing
■■■■ HTML & CSS
■■■■ Qualtrics & SPSS
■■■■ Salesforce

■■■■ Public speaking
■■■■ Writing
■■■■ Cooking
■■■■ Photography
■■■■ Fashion
■■■■ Entertainment
■■■■ Advertising
■■■■ Travel

EXPERIENCE

Reebok (Adidas Group) - Classics Product Marketing Co-op
Boston, MA, U.S.A 05/2018-12/2018

- Organized and tracked product samples for photo shoots and market requests.
- Updated system hangtags, forecast, cost and placed sample orders.
- Assisted in preparation of presentation materials for corporate/consumer meetings, participated in cross-functional meetings. Supported the product team.

Commonwealth Financial Network - Advisor Marketing Co-op
Boston, MA, U.S.A 02/2016-06/2016

- Contributed to website audits and Organized Advisor feedback.
- Tracked and summarized Commonwealths press appearances.
- Provided research/articles from news sources for social media.

Holiart Event - Assistant Organizer
CDMX, Mexico 09/2009-08/2012

- Planned expositions and organized art displays.
- Strengthened customer relationships.
- Assisted in search for potential galleries and event planning.

Pop Pops - Administrative Assistant
CDMX, Mexico 09/2011-08/2012

- Catering and baking for small events.
- Processed transactions and purchased ingredients.
- Provided logistical support to the chefs, performed culinary tasks.
- Marketed baking goods through Social Media (Facebook) and created promotion posters.

Berger Joyeros - Marketing Intern
Mexico City, Mexico 01/2010-07/2011

- Analyzed/evaluated advertisements and displays, collecting feedback from market.
- Contributed to watch/jewelry inventory and system updates.
- Promoted Products/Image maintenance and collected feedback for analysis.

References Available Upon Request