

SHARON HARRAH

Reliable, detail-oriented, and culturally diverse individual who works well with others. Proven hard worker that is able to meet deadlines while juggling competing priorities. Able to effectively work on individual and team projects.

Proven strong customer-service skills and willing to help others. Experienced in basic design, photography principles, and writing/communicating to diverse audiences.

CONTACT

253-306-3219
sharon.harrah@hotmail.com
www.sharonharrah.com

EDUCATION

BACHELOR OF ARTS, MARKETING, JUNE 2019 (GPA 3.5)

Milgard School of Business, University
of Washington, Tacoma, WA

SKILLS

Social Media | Adobe Creative Cloud
Final Cut Pro | Microsoft Word
PowerPoint | Excel | Canva
MailChimp | Publisher | Leadership
Proficient in Korean | Photography
Basic HTML | Basic Python Coding

ACCOMPLISHMENTS

Hootsuite Certification | Deans List
Freshmen Direct Program into Milgard
School of Business | DECA
Communications Director

REFERENCES AVAILABLE UPON REQUEST

WORK EXPERIENCE

Student Government Multimedia Specialist ASUWT

Tacoma, WA | October 2018-Present

Collaborate and translate project ideas into media productions. Produce, film, edit, and execute media projects. Develop promotional materials and ensure consistent use of Associated Students of University of Washington Tacoma (ASUWT) branding.

- Use programs on Adobe Creative Cloud and Canva to create advertisements, logos, contents, and more for ASUWT and associated organizations.
- Create marketing and edit pictures that are shared on UWT campus, ASUWT Instagram, Facebook, Twitter, Email, and public website.
- Create captions that are clear, concise, and consistent for a diverse audience.

T-Town Café Server

Tacoma, WA | April 2018-November 2018

Serve customers' needs as a cashier, while also preparing all beverages and desserts ordered.

- Started the businesses social media account on Instagram.
- Helped create content/edit pictures to gain a presence in a diverse area.
- Created a temporary logo for the coffee and dessert cups, and punch card.

Macys Sales Associate

Tacoma, WA | March 2016-June 2016

Customer Service Associate on the flexible work team responsible for outstanding customer service, creating an exceptional shopping experience, completing point of sale transactions inclusive of credit and Star Rewards enrollment, and delivering a clean, neat, and easy to shop environment.

- Prepared to work in any department during a shift and on call
- Worked cashier, answered phone calls, found missing products, and organized the sales floor.

Director of Youth Group (Volunteer)

Tacoma, WA | September 2015-Present

Worked under the supervision of the Youth Group Pastor that developed and oversaw programs and activities that were directed toward middle school and high school students in order to aid their spiritual development and growth.

- Created the social media pages.
- Create various promotional goods or marketing materials.
- In charge of administrative work and weekly finance.
- Planned/Budgeted mid-large scale events and lead weekly meetings.