

Madison Lewis

mjlewis@iastate.edu | (563)590-6378 | linkedin.com/in/madison-lewis-1144ml203

EDUCATION

Iowa State University

Anticipated Graduation: May 2026

Bachelor of Arts - Communication Studies, Psychology Minor, (GPA: 3.99)

Ames, IA

Study Abroad, Stockholm, Sweden

May 2024-June 2024

- Traveled to Sweden for three weeks to study cultural competence and global leadership.

WORK EXPERIENCE

Iowa State University

August 2022 – Present

Office of the Registrar Student Assistant

Ames, IA

- Answer any questions students have about the university and its policies.
- Review schedule changes and ensure they have been approved.
- Help students locate proper documentation & resources.

Hy-Vee

June 2021 – Present

Floral Clerk

Dubuque, IA

- Provide excellent customer service by answering questions about plant and flower inventory and the company's policies.
- Clean and assist with the upkeep of plants, flowers, and department.

Old Navy

June 2020 – April 2021

Brand Associate

Dubuque, IA

- Provided excellent customer service by answering questions about the company and its policies.
- Helped with general maintenance of floor displays.
- Served customers by efficiently completing monetary transactions.

INTERNSHIP EXPERIENCE

McGraw Hill

May 2023 – August 2023

Intern

Dubuque, IA

- Mapped previous semester courses to new editions based on higher education instructor's guidance.
- Attended weekly career insight meetings within the company.
- Facilitated weekly intern team-building meetings.

LEADERSHIP & INVOLVEMENT

- **Communication Studies Club, Member**

August 2023 – Present

- **McGraw Hill Student Ambassador**

June 2023-Present

- Gave public testimony in front of the Negotiated Rulemaking Committee of the U.S. Department of Education about affordable access to college course materials.

- **Society For Technical Communication, Member**

September 2024- Present

- **Communication Studies Student Ambassador**

October 2024-Present

HONORS & ACHIEVEMENTS

- Dean's List
- Lambda Pi Eta National Honor Society, *Gold Tier Member*

Fall 2022-Present

September 2024-Present

TECHNICAL SKILLS

- **Software:** Microsoft Office (Word, PowerPoint, Outlook), Google Workspace (Docs, Slides, Gmail, Drive), Canva
- **Languages:** Spanish (Seal of Biliteracy)
- **Technical Writing:** Introduction to Technical Communication (ENGL 2140)