

Tanner B. Roof
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1473 Corley Mill Rd.
Lexington SC, 29072

Education

University of South Carolina, Columbia, SC
Bachelor of Arts in Journalism and Mass Communication

December 2014

Professional Experience

Jimmy John's, Columbia, SC

Marketing Specialist

April 2016 - Present

- ☐ Pitched menu options with an emphasis on catering services to potential clients.
- ☐ Increased percentage of catering orders placed over multiple quarters.
- ☐ Routinely followed up with customers to seek feedback.
- ☐ Trained various other marketing specialists from other stores.

Miyo's, Lexington, SC

Server / Host

July 2015 - December 2015

- ☐ Took orders and served customers top dollar Asian dishes.
- ☐ Seated customers to available tables.

Palmetto State Armory, Columbia, SC

Quality Assurance Assistant

December 2012 - December 2013

- ☐ Inspected various firearms.
- ☐ Processed incoming and outgoing inventory via dedicated software.
- ☐ Contacted various Federal Firearms License holders to ensure proper protocol was met.

WUSC-FM 90.5, Columbia, SC

Director of Public Service Announcements

June 2012 - June 2013

- ☐ Recorded numerous public service announcements regarding upcoming community events.
- ☐ Directed various promotional underwriting pieces for airplay.
- ☐ Assisted with campus fundraising.

Skills

Microsoft Office Applications
Adobe Creative Suite Software
Elementary Japanese

Awards

LIFE Scholarship
WUSC-FM 90.5 - *Best Announcing Voice*, 2010
WUSC-FM 90.5 - *Best Dressed*, 2011