**Michael Taylor**

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708-846-7281, mataylor1024@gmail.com

**EDUCATION**

**University of Illinois at Urbana-Champaign**  May 2015

Bachelor of Arts in Political Science

**CORE COMPETENCIES**

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| --- | --- | --- | --- | --- |
| * Research * Strong Writing Skills * Data Analysis * Proficient in Word, Excel, Outlook | * Quickly Understanding New Tasks * Working In Collaborative Settings * Public Speaking * Typing Quickly at 81 WPM | * Excellent Communication Skills * Self-Starter * Excels Working With Deadlines * Strong Interpersonal Skills |  |  |

**WORK EXPERIENCE**

**Aurico**

*Research Specialist*  July 2015 – Oct 2015

* Researched numerous companies and educational institutions to ascertain validity and basic information.
* Achieved among department highest levels of accuracy and speed in research, within Aurico’s metrics, in a short period of time.
* Utilized cloud-based software, excel spreadsheets, and numerous other databases simultaneously while researching to fill client specific requests.

**Campaign for Dianne Feinstein for Champaign City Mayor**

*Intern* April 2015

* Initiated phone calls and campaigned door to door within a student group to raise awareness about upcoming mayoral election.
* Required knowledge of local issues, including, local statutes, education, and pension issues.

**Campaign for Kristin Williamson for State Representative**

*Intern* Oct - Nov 2014

* Canvassed within Champaign-Urbana for Kristian Williamson’s campaign.
* Campaigned within the community to attempt to win an election against an entrenched incumbent representative.
* Required knowledge of pertinent issues, specifically education, local economic issues.

**Revolution Dancewear**

*Warehouse Employee*  June-July 2014

* Handled large reorganization of warehouse, moving 20-50lb boxes as part of a 3 man team.

**VOLUNTEER EXPERIENCE**

**Intensive English Institute**

* Tutored a Kazak student to learn colloquial English at the Intensive English Institute at the University of Illinois For HR SOFTWARE: 1- 2 years PR experience, media relations or experience in financing, capital markets, or real estate a plus. Proficient in social media channels. Excellent writing and verbal communication skills. Ability to effectively balance stakeholder and media needs. Independent thinker, assertive and proactive yet a strong team player. Strict adherence to deadlines. Flexibility and ability to manage multiple tasks in a fast-paced environment. Willingness and ability to travel and assist at industry conferences. Excellent organizational skills; unyielding attention to detail. Proficiency in Microsoft Office, PowerPoint, Excel, social media and media database tool