



# Tresa Coon

## SKILLS

- Adobe Photoshop
- Organizational Skills
- Web Design- Adobe Muse and Google Sites
- Leadership

## CONTACT



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6091 Valencia Rd.  
Valencia, PA 16059

## EDUCATION

CHATHAM UNIVERSITY | Expected: MAY 2023

Pittsburgh, PA

Bachelor of Arts in Media Arts with a  
concentration in *Graphic Design*, Minor. Marketing

## EMPLOYMENT

FLEXIBLE FULLFILLMENT TEAM MEMBER | JULY 2018-  
Present

Target, Gibsonia, PA

- Complete upward of 1000 online orders by finding and gathering products for guests and packing the order for shipment

- Inform guests on where to locate products while completing other tasks, such as stocking shelves, picking orders, and other tasks designated by team leader

## VOLUNTEER

VACATION BIBLE SCHOOL | JUNE 2011- Present

Nativity Lutheran Church, Allison Park, PA

- Organize and plan a week of different craft activities that fit a theme for 30 kids ages ranging from 3 to 12 years old

- Budget craft materials using Excel to assure supplies cost under \$200

## LEADERSHIP & ACTIVITIES

VARSITY CROSS COUNTRY | AUGUST 2019- Present

Chatham University

VARSITY TRACK AND FIELD | DECEMBER 2019- Present

Chatham University