Name O. Graduate

CAMPUS:
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Okemos, MI 48805
111-222-3333
name.o.graduate@msu.edu

PERMANENT:
123 Main Street
Anytown, MI 12345
555-666-7777
name.o.graduate@gmail.com

SUMMARY:

- One year of supervisory experience at student computer center.
- Launched a B2B e-mail newsletter campaign for internship with a start-up.
- Advanced skills in social media including: Twitter, Facebook, and YouTube.

EDUCATION:

Bachelor of Science in Marketing, May 2010
Michigan State University, East Lansing, MI
GPA 3.6/4.0

Courses taken included:
Advanced Facebook Apps
Computer Programming
Project Management

EXPERIENCE:

Panta Rei Web Development Center **Jan. – May '10**
Social Media Coordinator **East Lansing, MI**

- Maintained our Twitter, Facebook and YouTube presence.
- Wrote write papers about social media that resulted in 3,000+ downloads.
- Launched the company's first ever webinar series and hosted 25 social media webinars for marketing professionals from all over the US.

MSU Student Computer Center **June '09 – Dec. '09**
Supervisor **East Lansing, MI**

- Scheduled all student staff members for shifts.
- Responsible for maintaining inventory of all equipment.
- Created and oversaw maintenance schedule for all computers and printers.

ACTIVITIES:

- President, MSU Student Project Managers Association, 2007
- President, American Marketing Association, Student Chapter, 2008-2010
- Member, Students Against Drunk Drivers, 2009

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