|  |  |
| --- | --- |
| First Last | Street address  City, State Zip |
| Email@scranton.edu | LinkedIn url (555) 555-5555 | |

**EDUCATION**

**The University of Scranton,** Kania School of Management **Scranton, PA** *Bachelor of Science in Marketing; Minor in Business Analytics* *Anticipated Graduation May 2025*

* Overall GPA: 3.60/4.00
* Loyola Scholarship given for academic achievement
* Dean’s List: 1 semester

**Generic High School** **Scranton, PA** *Diploma June 2021*

* Overall GPA: 3.60/4.00

**WORK EXPERIENCE**

**Aramark Scranton, PA**

*Peer to Peer Sales Representative August 2021-Present*

* Utilize interpersonal skills to best sell and market dining services to all University students
* Assist with social media posts and innovate new ideas for media platforms
* Gather and conduct surveys to gain customer satisfaction information

**ABC Landscaping Anywhere, PA**

*Landscaper May-August 2020*

* Collaborated with a diverse team to maintain residential properties
* Utilized equipment safely while paying careful attention to detail
* Communicated with customers to ensure satisfaction with projects

**VOLUNTEER EXPERIENCE**

**New Horizons Day Camp Livingston, NJ**

*Swim Instructor June-August 2019*

* Assisted children and teens with special needs with proper swim techniques and ensured water safety
* Planned instructional sessions to ensure efficient classes

**LEADERSHIP EXPERIENCE**

**The University of Scranton United Cultures Organization**  **Scranton, PA**

*Social Media Coordinator August 2021-Present*

* Participate in club meetings
* Create and post content to FaceBook, Instagram, and Twitter
* Increased followers by 30% in 3 months

**Generic High School Swim Team Scranton, PA**

*Captain September-May 2021*

* Served as liaison between team members and coaches
* Motivated the team to work hard and achieve ultimate goals
* Most Valuable Player (2021)

**OTHER INFORMATION**

*Certifications:* Bloomberg Certification, Google Analytics Certification

*Activities:* Eucharistic Minister,

*Skills:* Social Media (Facebook, Twitter, Instagram); Microsoft Word, Excel, PowerPoint

*Interests:* Long distance running, Skiing, Travel