Amanda Student

123 College Street • State College, PA 12345 • (123) 456-7890 • amanda.student@school.edu

ADVERTISING PROFESSIONAL

*Developing creative ad campaigns that meet clients’ goals*

People person experienced at selling advertising and working on all aspects of successful campaigns.

PROFESSIONAL EXPERIENCE

ABC COMMUNICATIONS, *New York, NY*

**SUMMER INTERN** (June 2020—August 2020)

Partnered with design intern to create and execute two sell sheets, one print ad, and one postcard. Wrote radio script submitted with campaign proposal and assisted in other writing assignments.

*Notable accomplishment:*

* Awarded Best Campaign of competing teams.

123 COFFEE SHOP, *State College, Pa.*

**SHIFT SUPERVISOR/BARISTA** (May 2018—Present)

Train new employees, open and close store, handle sales, build positive customer relationships, design promotional fliers for company events, and help maintain store webpage.

XYZ RESTAURANT, *Washington, D.C.*

**SERVER/HOSTESS/EXPEDITER/BUSSER** (May 2016—August 2017)

Provided prompt service for more than 75 customers per shift.

EDUCATION & CREDENTIALS

**STATE UNIVERSITY**, State College, Pa.

Bachelor of Arts in Advertising; Minor: Spanish; GPA: 3.35, anticipated in May 2021

*Notable Accomplishments:*

* Dean's List: Fall 2019, Spring 2020
* Awarded Best Advertising Campaign Proposal for Health Committee, State University, Spring 2019

Certifications:

* Professional in Human Resources (PHR)
* Society for Human Resource Management (SHRM)

Information Technology Skills:

* Microsoft Office Suite
* ADP / Workforce Now
* HRMS