

CHRISTOPHER RAM

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EDUCATION

Bachelor of Arts in Communication Studies

West Chester University of Pennsylvania, West Chester, PA • May 20XX

Related Coursework:

Communicating on Television and Radio	Writing for Broadcast and Public Relations
Introduction to Video Production and Editing	Advanced Video Production
Communication and Advertising	Communication and Leadership

BROADCASTING EXPERIENCE

Jr Video Producer • 88.5 WXPB • Greater Philadelphia Area • June 20XX – present

- Shoot and edit event videos and interviews with show guests for website content.
- Create promotional commercials for sponsors and clients of station.
- Produce content for Comcast, ABC6, and WXPB websites.
- Photographer for on-air guests and promotional events.

Promotions Intern • 88.5 WXPB • Greater Philadelphia Area • January 20XX – May 20XX

- Built informational sheets on upcoming guests for radio personality review.
- Assisted in generating and managing social media accounts (Facebook & Twitter).
- Executed elevated hospitality for both show guests and in-studio listeners.

Production Assistant • Glass Entertainment Group • Blue Bell, PA • May 20XX – Aug 20XX

- Assisted with the production and post-production of reality television programs.
- Transcribed episodes in preparation to air on various networks.

Host • 91.7 WCUR The Curve • West Chester, PA • September 20XX – May 20XX

- Co-hosted popular weekly music and talk format radio show for WCU campus community.

ADDITIONAL WORK EXPERIENCE

Lead Server • Iron Hill Brewery & Restaurant • West Chester, PA • Oct. 20XX – May 20XX

- Promoted to lead server position within 3 months of starting at restaurant.
- Supervised up to 5 servers and resolved any customer issues that servers were unable to handle.

CAMPUS INVOLVEMENT

WCU Division II Football • September 20XX - May 20XX

Lambda Pi Eta (Gamma Tau) National Honors Society for Communication Studies • Inducted 20XX

Sarah G. Blogger

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EDUCATION

West Chester University, West Chester, PA
Bachelor of Science in Professional Studies - May 20XX

Minors:

- Business and Technical Writing
- Health Sciences

RELATED EXPERIENCE

Intern: Social Media & Marketing - Digital Marketing Agency: Plymouth Meeting, PA – May 20XX to present

- Work with the marketing team on day-to-day social media management for multiple clients/partners
- Complete market research which includes identifying and engaging with key influencers
- Monitor social media presence and complete daily social media outreach
- Develop promotional social media campaigns to engage users and build followers
- Communicate information to our management team
- Research and assist with developing marketing material

Owner, Myownfoodsite.com | @myownfoodtwitter : Remote – March 20XX to present

- Develop weekly content for personal website dedicated to healthy eating
- Post a minimum of 15 tweets per week generating an average of 50 weekly retweets
- Grew Twitter followers by 27% in the first 4 months of creating account

Intern: Media Relations, foodbloggersunite.org Remote – January 20XX to June 20XX

- Monitored and posted on blogs, forums, and social networks
- Performed online outreach and promotion using Facebook, Instagram, and Twitter
- Optimized disorganized website and create first social media accounts

ADDITIONAL WORK EXPERIENCE

Cashier, Healthy Eating Ambassador - Whole Foods Market: Plymouth Meeting, PA – Oct 20XX to present

- Assisted the Healthy Eating Specialist in store events and projects
- Provided excellent customer service; participated in quarterly store inventories

Child Care Provider, Private Family: Summer 20XX – 20XX

- Supervised three children ages 5, 7, and 9
- Developed daily engaging activities

KEY SKILLS

- Experienced in social media platforms such as Facebook, Twitter, Instagram, Google+, Instagram, Pinterest, and YouTube
- Intermediate ability with Adobe Creative Suite
- Comfortable working with a team and independently in a fast-paced environment

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Kelly Media

EDUCATION

West Chester University of Pennsylvania, May 20XX • West Chester, PA
Bachelor of Arts in Media & Culture, Minor in Creative Writing

- GPA: 3.8
- Dean's List: Six consecutive semesters

SUMMARY OF CORE STRENGTHS

Event Planning/Coordination • Client and Vendor Relations • Location/Site Selection • Referral Generation
On-Site Management • Quality Assurance/Control • Post-Program Review/Assessment

PUBLIC RELATIONS/EVENT PLANNING EXPERIENCE

PR/Special Events Intern, The Peggy Siegal Company • New York, NY • June 20XX - present

- Assisting senior staff in the planning and orchestrating of events including: film premieres, screenings, cocktail parties, and media luncheons
- Working all company events - helping escort talent on red carpets and/or checking in guests
- Providing administrative support and maintain large database of client information
- Supporting account executives, publicity coordinator, and assistants with day-to-day tasks and various ongoing projects
- Answering telephones in a courteous and timely manner; handle messages and follow up with clients

Volunteer, Cradles to Crayons • Conshohocken, PA • April 20XX - present

- Maintain and update database of volunteers, events, and donors.
- Coordinate ticket sales and tracked attendees.
- Plan event advertising, including media outlets, graphics, and communications.
- Keep simultaneous projects on schedule.

Orientation Leader, West Chester University • West Chester, PA • Sept 20XX - May 20XX

- Coordinated and facilitate an orientation group's involvement with the community's broader welcoming, including parent/family participation.
- Assisted in the planning and implementation of Welcome Week: help students move in, direct traffic, plan events, set up and clean up events,
- Served as an academic and social resource to new students throughout the academic year by answering questions, leading small groups and helping acclimate new students to college life

CAMPUS LEADERSHIP

Pi Kappa Phi, Inducted Sept 20XX

- Public Relations Chair (20XX - present)

NCAA Men's Division II Soccer Team

- Captain, 20XX – 20XX seasons

Devante Marketer

dm1153@wcupa.edu

(610) 555-1111

linkedin.com/devantemarketer

EDUCATION

West Chester University of Pennsylvania, May 20XX • West Chester, PA

Bachelor of Science in Marketing • AACSB Accredited program

- GPA: 3.7
- Dean's List: Fall 20XX & Spring 20XX

EXPERIENCE

Store & Social Media Intern, The Cookie Company • West Chester, PA • May 20XX - present

- Assist the manager with front window displays, creating a welcoming store front
- Provide support during parties and catered events, ensuring that orders are accurate and delivered on time
- Post content and photos to the store's social media accounts, resulting in an increase in followers
- Answer telephones in a courteous and timely manner; handle messages and follow up with customers
- Create and coordinate social media contests to enhance engagement between customers and the store's Instagram account

Orientation Leader, West Chester University • West Chester, PA • September 20XX - May 20XX

- Coordinated and facilitated an orientation group's involvement with the community's broader welcoming, including parent/family participation
- Assisted in the planning and implementation of Welcome Week, helping students move in, directing traffic, planning events, setting up and cleaning up events,
- Served as an academic and social resource to new students throughout the academic year by answering questions, leading small groups and helping acclimate new students to college life

Volunteer, Cradles to Crayons • Conshohocken, PA • June - August 20XX

- Maintained and updated database of volunteers, events, and donors
- Organized donations to determine which items could be distributed to children in need
- Filled orders for families, ensuring each request was fulfilled and accurate
- Created flyers to advertise the annual fundraising event

CAMPUS LEADERSHIP & INVOLVEMENT

American Marketing Association, 20XX-present

- Event Chair, 2019-present

NCAA Men's Division II Soccer Team, 20XX-present

- Captain, 2019-present

Pi Kappa Phi, Inducted September 20XX

Max Chesterfield

18 W. Market Street, West Chester, PA 19382 • 610-455-1411 • mc12345 @wcupa.edu

SUMMARY OF QUALIFICATIONS

- Exceptional leader with talent selling design, quality, service and value over price.
- Proven revenue generator in all market conditions.
- Experience with Microsoft Word, PowerPoint, Excel and Outlook.
- Adept at business to business sales and negotiations with decision makers at many levels.
- Outstanding relationship building, training, and presentation skills.
- Knowledge of PC and Mac systems.

CORE COMPETENCIES

Strategic Planning
Forecasting

Client Needs Assessment
Profit & Loss Management

Client Relationship Management
Negotiation

PROFESSIONAL EXPERIENCE

Robert's One on One, Malvern, PA

Personal Trainer, Nutritionist, and Head Boxing Coach, March 20XX – Present

- Inspired, created, and executed MAXXED OUT, a group fitness class for advanced athletes.
- Assess the needs and capabilities of individuals through fitness assessment procedures.
- Develop individual exercise programs for individuals based on age and fitness levels.
- Assure all exercises are done with proper form and technique to maximize results.
- Motivate clients to work to his/her maximum and safe potential for the entire workout.
- Assess dietary schedules and implement programs for weight loss and/or muscle gain.

MVP Sports Lounge, West Goshen, PA

Bartender, July 20XX – July 20XX

- Able to quickly and confidently communicate with guests to establish their needs.
- Work swiftly and efficiently while meeting the highest standards of presentation and attention to detail.
- Strong knowledge of bar products and familiar with product offerings (i.e. the menu, beverages on tap, wine list, etc.)

West Bradford Elementary, Downingtown, PA & Fugett Middle School, West Chester, PA

Student Teacher, Spring 20XX

- Worked collaboratively with other teachers and professionals to create effective lessons that met the learning needs and abilities of all students.
- Developed innovative curriculum to instruct individual students, small groups, and 70+ students.
- Organized time, space, and resources to balance heavy workload and stringent deadlines.

EDUCATION

West Chester University of Pennsylvania, West Chester, PA

Bachelor of Science in Health and Physical Education, December 20XX

Minors: Coaching and Health Sciences

- GPA: 3.754, Magna Cum Laude

Involvements:

- Phi Epsilon Kappa Honors Fraternity, **President**
- Orientation Leader, 20XX-20XX

CAMERON WEST



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linkedin.com/in/cwest

PROFESSIONAL EXPERIENCE

Philadelphia Magazine, Philadelphia, PA

Editorial Internship, Summer 20XX

- Edited over 60 articles to publish on *Philadelphia Magazine's* website and blogs
- Wrote and updated content of weekly newsletters, focusing on fashion and style trends
- Participated in meetings and brainstorming discussions for upcoming issues
- Observed the publishing process from start to finish for a top-rated magazine

Girls Scouts of Eastern Pennsylvania, Philadelphia, PA

Development Intern, September 20XX – December 20XX

- Assisted with copy editing of proposals and reports
- Researched potential donors in local area
- Provided support in sending mailings and invitations
- Helped with maintaining database records

The Serpentine, West Chester, PA

Yearbook Committee Member, August 20XX-May 20XX

- Collaborated with a team of four to produce the annual yearbook
- Created and edited yearbook spreads utilizing Adobe
- Wrote articles focusing on student involvement throughout campus

ADDITIONAL EXPERIENCE

Bertucci's Brick Oven Pizzeria, Glen Mills, PA

Hostess, July 20XX-Present

- Provide friendly, welcoming service and ensure customers have an enjoyable experience
- Contribute to a successful team environment by assisting staff during peak dining hours

Ocean City Beach Patrol, Ocean City, NJ

Lifeguard, May-August 20XX

- Ensured safety of swimmers and beach goers
- Provided assistance to families to maintain a welcoming environment

EDUCATION

West Chester University of Pennsylvania,

May 20XX | West Chester, PA

Bachelor of Arts in English: Writing Track

Minor in Journalism

- GPA: 3.20, Major GPA: 3.47

American Institute for Foreign Study

Fall 20XX | Florence, Italy

Semester Abroad

- Participated in home-stay and immersed self in Italian language and culture

COURSEWORK HIGHLIGHTS

News Editing

Feature and Magazine Writing

Ethical Issues in Mass Media

Public Affairs Reporting

Composing Cyberspace

Literary Editing and Publishing

SKILLS

- Adobe: Creative Suite, Digital Publishing Suite and Dreamweaver
- Microsoft: Word, Excel, PowerPoint and Publisher
- Basic conversational ability in Italian
- Creative mind with the ability to adapt to changing demands
- Demonstrated strengths in leadership, team work, and attention to detail

COMMUNITY SERVICE

Green Dot Bystander Training, Fall 20XX

Philadelphia Marathon, 20XX, 20XX

Blue Cross Broad Street Run, 20XX - 20XX

MLK Day of Service, 20XX