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PROFESSIONAL SUMMARY



2020 Albright College graduate with a B.A. in Digital Communications and a minor in Photography. Academic and real-world experience in graphic design, web design, digital journalism, radio broadcasting, photography, and videography.

EDUCATION



Bachelors of Arts in Digital Communications

Albright College

GPA: 3.5

ACHIEVEMENTS



Coursera

Adobe

• Design Fundamentals

Hubspot Academy

- Sales Training for High Performing Teams
- Sales Training: Team Management
- Sales Training: Techniques for a Human Centric Sales Process
- · Sales Training: Building Your Sales Career

Sigma Alpha Epsilon

Pennsylvania Sigma Mu Chapter

- -Vice President
- (January 2019-December 2019)
- -Social Media Committee Chairman
- (August 2018-May 2020)
- -83rd John O. Moseley Leadership School (August 2018)

EXPERIENCE



Vermeer North Atlantic

Parts Specialist

December 2020-Present

- Worked with customers to identify needed parts, build price quotes, and determine availability dates.
- Analyzed existing inventory levels and customer demand to maintain inventory balance.
- Processed returns and handled warranty issues, including opening and tracking claims and ensuring credit is given to dealership.

WPOP Internet Radio LLC

On Air Personality

September 2020-November 2020

- Hosted and engineered a three hour broadcast counting down the top 40 popular hits of a particular week and year.
- Researched information on each musical selection in advance of every broadcast to provide interesting commentary.
- Announced musical selections, station promotions, and public service information.
- · Accepted requests from the listening audience.

WXAC Albright College Radio

Marketing Responsibilities

August 2019-May 2020

- Managed social media accounts and created daily posts to entertain and inform our followers.
- Created and managed marketing campaigns outreaching to the greater Reading, PA community working with other non profits to help send their message out through WXAC.
- \bullet Designed print and digital promotional material to raise awareness and participation of WXAC sponsored events.

Photographed and documented radio station sponsored events.

Updated the WXAC Marketing Director Handbook to include management of social media accounts.

SKILLS



CREATIVE

Digital +Film Photography

Graphic + Web Design

Radio Broadcast

Page and Print Layout

TECHNICAL

Content Management

Research and Outreach

Social Media Marketing

Journalism

SOFTWARE

Wordperss + Wix + Squarespace

Adobe Creative Suite

Microsoft Office Suite

Zoho CRM