**MARY WASHINGTON**

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**EDUCATION**

**Bachelor of Science in Commerce and Business Administration**, May 20XX

The University of Alabama, Culverhouse College of Business, Tuscaloosa, AL

Major: Marketing Specialization: Services Marketing

GPA: 3.4/4.0 Major GPA: 3.8/4.0 *(List GPAs if 3.0 or above)*

*Dean’s List*

**RELEVANT COURSE WORK**

**Buyer Behavior** (Spring 20XX), **Professional Selling** (Spring 20XX), **Strategic Marketing** (Fall 20XX), **Principles of Social Media** (Fall 20XX)

**STUDY ABROAD**

**American Institute for Foreign Studies,** Summer 20XX

Barcelona, Spain

* Engaged in collaborative learning with international counterparts through projects, seminars, and coursework

**PROJECT WORK**

**Organizational Theory and Behavior (GBA 300)**, Spring 20XX

*Class Project*, The University of Alabama, Tuscaloosa, AL

* Researched 4 companies’ 10K reports to determine profitability and marketability
* Collaborated with 6 team members to compose final report and recommendations utilizing Excel and PowerPoint
* Strengthened public speaking skills by presenting material to peers in a business environment

**RELEVANT WORK EXPERIENCE**

**Marketing and Sales Intern,** April 20XX – Present

*Chick-fil-A,*Tuscaloosa, AL

* Foster client relations through needs-based promotional activities, events and creative advertising designs
* Create flyers and marketing documents through InDesign to be used in promotions to students
* Connect client orders to local stores and assist with catering while maintaining accurate billing and invoicing records

**ADDITIONAL EXPERIENCE**

**Student Assistant**, August 20XX – January 20XX

*Office of Student Media, The University of Alabama,* Tuscaloosa, AL

* Answered phones, filed paperwork, and assisted personnel to ensure office efficiency
* Ran errands for teachers and staff and delivered messages between office and classrooms
* Communicated with students and visitors while scheduling meetings and directing calls to appropriate departments

**LEADERSHIP EXPERIENCE**

**Recruitment Chair**, January 20XX – Present

*Ro Ri*, The University of Alabama, Tuscaloosa, AL

* Serve as the director for all recruitment events, 2 per week for 6 weeks
* Supervise 10 committee members and assign responsibilities as necessary
* Contact approximately 20 recruits per day through cold-calling

**HONORS & ACTIVITIES**

Recipient of Presidential Scholarship and 2additional academic scholarships

Member of National Society of Collegiate Scholars and 2 additional honor societies

American Marketing Association

Culverhouse Connections

**VOLUNTEER SERVICE**

Impact Alabama

Al’s Pals

**COMPUTER SKILLS**

Microsoft Office Suite, Adobe InDesign, Illustrator