

Very Smart Student
11 Luxury Drive
Buffalo, New York 14222
(716) 884-3281
Email: vss@medaille.edu

OBJECTIVE: Marketing, Sales, and Customer Service

EDUCATION: Bachelor of Science, Business Administration
Medaille College, Buffalo, New York
Concentration: Marketing
GPA: 3.1/4.0

Relevant Course Work:

Consumer Behavior	Marketing	Computer Application
International Marketing	Direct Marketing	Sales
Marketing Research	Advertising	Finance

**RELEVANT
EXPERIENCE:**

3/99 – Present

Assistant Manager, Women's Department, Kaufmann's, Cheektowaga, NY

- Provide excellent service through product knowledge and courtesy
- Arrange merchandise to maximize sales
- Train and schedule employees

1/99 – 4/00

Marketing Assistant Intern, ABC Company, Buffalo, NY
(Manufacturer of paper boxes)

- Assist with the production of multi-media sales presentations
- Research potential clients
- Develop database of competitors prices for sales force
- Attended sales presentations

9/98 – 12/98

Customer Service Representative Intern, R.G. Backstreet, Buffalo, NY
(Computer Software)

- Received 2 weeks training on customer service techniques
- Researched and categorized customer complaints, presented finding to department V. P.

OTHER

EMPLOYMENT:

1995 – 1998

Library Assistant, Medaille College, Buffalo, NY

Summers 1996, 97

Lifeguard, City of Buffalo, Department of Recreation, Buffalo, NY

ACTIVITIES:

Student Government Association, **Senator**, 1999-2000

Student Volunteer Center, **Member**, 1996-2000

Buffalo School District, **Classroom Volunteer**, 1996-1998

INTERESTS:

Running, Canoeing, Softball

AWARDS:

Student Recognition Award, 1999

REFERENCES:

Upon Request