
Campus Representative Resume

Job Objective

To use my extensive training to acquire a position as Campus Representative with reputable company.

Highlights of Qualifications:

- Sound capability to work with confidential information and efficient in handling time lines
 - Ability to establish social and professional network within the campus community
 - Ability to provide information and generate interest on campus programs
 - Ability to post flyers and generate leads and on campus
 - Ability to coordinate and participate in local marketing events
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Professional Experience:

Campus Representative
Columbia University, Grand Rapids MI
November 2006 – Present

- Imparted information and gathered interest on the programs as well as generated leads for the local Kaplan Center.
- Coordinated in local promotional events and reviewed competitive activity in the market.
- Handled introductions of Kaplan staff to club and team leaders.
- Formulated space and materials for on campus events.

Campus Representative
Loyola Marymount University, Grand Rapids MI
February 2001 – October 2006

- Coordinated with Marketing Manager for promotions.
 - Aided in the evolution of promotional material and updated the website.
 - Handled proactive media relations as well as conducted special promotional events.
 - Coordinated photo shoots and managed photo files with the participating students and faculty.
 - Distributed promotional material on campus.
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Education:

Bachelor's Degree In Education
Old Dominion University, Norfolk, VA

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