

Corey A. Verse • 500 Chester Ave • Metro, CA 99900 • (555) 555-1212 • cverse@university.edu

- Education** USA University
Bachelor of Arts, Communication: May 2002
Major: **Journalism** GPA: 3.3
Minor: **Marketing**
Coursework: Communication Law, Communication Research, Strategic Marketing, Writing for Mass Media
- Computer** Office 98, PageMaker, Quark, WordPerfect, Excel, various business applications
- Experience** **Marketing Intern**, Enterprise Rent-A-Car, Hayward, CA 6/02-8/02
- Performed marketing sales calls to over 25 clients in the Bay Area.
 - Professionally interfaced with all customers and handled conflict resolution.
 - Developed excellent time-management skills working the third busiest office in the region.
 - Demonstrated persuasive sales techniques in order to surpass company expectations.
- Opinion Columnist/Calendar Editor**, Orion (USA University), Metro, CA 6/01-12/01
- Wrote original, weekly opinion column for the nation's #1 college weekly.
 - Talked with university and community members to produce interesting, relevant articles.
 - Supervised and trained calendar design staff.
 - Researched local markets to include a variety of events in student calendar.
 - Worked extensively with Quark and PageMaker.
- Feature Writer** (Internship), Synthesis (USA University), Metro, CA 1/00-5/00
- Researched and developed articles for local weekly music magazine.
 - Contributed story ideas and article conception to editorial staff.
 - Used photography skills to take pictures for stories.
- Counter Clerk**, Photographics, Hayward, CA 6/99-8/99
- Provided efficient customer service.
 - Developed excellent organizational skills to handle front desk at company headquarters.
 - Controlled lab transactions between four photography studios.
- Assistant Manager**, Beauty Plus, San Lean, CA 5/98-7/98
- Controlled levels of inventory by purchasing and stocking merchandise.
 - Managed store operations on a daily basis.
 - Facilitated opening and closing of business.
 - Maintained equal distribution of stock between all three stores.
 - Responded to and efficiently resolved customer complaints.
- Activities** **Member**, Society of Professional Journalists
Member, Sigma Kappa Sorority
- References** Available upon request.