**EDUCATION**

**University of Pittsburgh**  Pittsburgh, PA

Bachelor of Science in Business Administration Expected Graduation: April, 20XX

Major: Marketing

GPA: 3.3/4.0

**WORK EXPERIENCE**

**University of Pittsburgh** Pittsburgh, PA Marketing Intern May-August 20XX

• Researched and developed list of over 800 software companies for marketing campaign to recruit partners

• Located over 1,000 contacts within the insurance industry for inside sales representatives

• Organized research findings in spreadsheets and distributed them throughout Pittsburgh and Chicago offices

• Communicated all research findings to top management via weekly reports and conference calls

• Demonstrated initiative by locating and utilizing outside sources of information

**Department of Economic Development**  Pittsburgh, PA

Intern January-April 20XX

• Presented "Stay Invent the Future" state-wide initiative to over 1,000 regional students

• Independently researched and analyzed target markets and developed marketing campaigns accordingly

• Solicited campaign support from over 450 Pennsylvania employers and non-profit organizations

• Collaborated with fellow interns in order to maximize effectiveness of strategies

**Victoria's Secret** Dickson City, PA

Sales AssociateMay 201X-January 201X

• Surpassed weekly sales goals and was typically rated in top five associates in sales

• Increased store's weekly credit card ratio by always rating in top two associates in opening credit accounts

• Exhibited teamwork by working with district sales associates to complete two opening store locations

• Achieved a variety of daily goals including sales dollar units per transaction, and average dollar sale

**LEADERSHIP AND OTHER EXPERIENCE**

**University of Pittsburgh** Pittsburgh, PA

Division I Student Athlete, XYZ Team Fall 20XX - Present

• Manage 20+ hours of practice, training and competition while attending school full time

• Elected captain by teammates for senior 20XX season

• Harnessed problem solving and communication skills by establishing a competitive and positive environment

**Blue and Gold Society**  Pittsburgh, PA

Member Fall 20XX - Present

• Promote and strengthen the relationship between current Pitt students and alumni

• Educated 20+ incoming freshmen on school training programs, session times, and networking

**HONORS/ACTIVITIES**

**University of Pittsburgh** Pittsburgh, PA

Dean's List (Fall 20XX, 20XX)

Activities and Academic Affairs Committee (Fall 20XX – Spring 20XX)

Student Athlete Advisory Committee (Fall 20XX – Spring 20XX)

Pitt Athletics Volunteering (Fall 20XX-Fall 20XX)

**REFERENCES**

*(Name – Title – Relationship to you – Phone # - Email)*