

courtney bower

ADDRESS 2580 South University Blvd., Apt 509 • Denver, CO • 80210

CELL PHONE (316) 209 - 5666 • E-MAIL Courtney.Bower@gmail.com

SUMMARY A communications generalist with experience working in diverse environments, coordinating various projects and researching materials for clients.

TRAITS *Adaptable; Conscientious; Industrious; Project Oriented; Resourceful; Tenacious*

SKILLS & HIGHLIGHTS

COMMUNICATION

- Networked with local area businesses, education providers and social services organizations to build relationships and solve client problems.
- Provided career guidance and case management services to approximately 300 adult and 70 youth clients.
- Assisted account managers with the development of these key marketing accounts: Cargill Meat Solutions, Pizza Hut and Super Suppers.

COORDINATION

- Organized a summer employment program for 20 disadvantaged youth.
- Worked with over 20 nationwide franchisees to create and deliver the proper custom-tailored marketing materials.
- Coordinated a focus group for an upcoming new marketing product.

RESEARCH

- Researched Georgian culture and traditions so as to carefully navigate the their culture and to be effective in the classroom.
- Gathered and disseminated print and electronic career materials to clients regarding how to most constructively pursue employment.
- Collected marketing data from over 50 restaurant store managers across the United States.

EDUCATION **B.Sc., Mass Communications, emphasis in public relations**
Kansas State University, Manhattan, KS : *Graduated 8/2006*

EMPLOYMENT EXPERIENCE **Teach and Learn With Georgia, Akhalsheni Village, Georgia**
Volunteer English Co-teacher : 3/2012 – 12/2012
Heartland Works Inc., Manhattan, KS
Career Consultant : 12/2008 – 6/2010
The Athletic Club of Overland Park, Overland Park, KS
Office Assistant : 11/2007 – 5/2008

INTERNSHIPS **Keene Insight Financial Strategies, Wichita, KS**
Marketing Intern : 4/2007 – 10/2007
Associated Advertising Agency, Wichita, KS
Group Account Intern : 5/2006 – 2/2007

RECOGNITION **Certificate of Recognition for Volunteer Service**
Georgian Ministry of Science and Education, Georgia : *12/2012*

INDEPENDENT COURSES **Organizational Analysis** By Coursera (Prof. Daniel McFarland PhD, Stanford) : *12/2012*
Networked Life By Coursera (Prof. Michael Kearns, University of PA) : *12/2012*
Gamification By Coursera (Prof. Kevin Werbach, University of PA) : *12/2012*

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