

Rachael L. Kurtz

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Education

John F. Kennedy–Bloomington, MN

High School Diploma, 2002-2006

Brown College– Mendota Heights, MN

Associates in Radio Broadcasting, 2006-2008

Dean's List 2008

Bemidji State University- Bemidji, MN

Bachelors in Mass Communication, 2008-2012

Dean's list 2010

Work Experience

Denny's Bakery, Bloomington MN, 2002-2004

Took customer's orders

Answered phone calls

Operated cash register

Organized and stocked bakery treats and products

Cool Threads, Bemidji, MN, July 2009-May 2012

Assist customers in finding merchandise

Answer phone calls and take orders

Create and embroider designs on clothing attire

Bemidji Middle School, Bemidji, MN Nov 2009-Feb 2010

Coached a middle school level team of 28 students

Choreographed jazz and kick routines

Improved technique, flexibility, and strength

Won first place at a local high school competition

71 Bar and Grill, Tenstrike, MN, May 2011-Feb 2012

Serve and bartend to customers

Operate cash register

Stock liquor and bar supplies

Maintain a clean work space

Mestas Family, Denver CO May 2012-Present

Provide safe, nurturing care for two children

Teach numbers, colors, and words

Create arts and crafts projects

Participate in children's classes and activities

Clean and organize household

Prepare the children's meals and snacks

Practice large and small motor skills

Internship

Bloomington Community Access Television, Spring 2008

Studio switcher and character generator

Directed live-to-tape programs

Assisted in organizing production meetings

Worked with JVC field cameras, shooting and re-shooting, Final Cut Pro, and Voice overs

Set up interviews, wrote questions and was the on camera interviewer for a series of short videos

Taught classes on camera and studio basics to members

Design Angler, Spring 2012

Reviewed and updated current client websites

Followed up with clients on advertising needs

Product research on behalf of clients

Assisted in organizing websites, events, products

Activities

Kennedy High School Dance Team, 2001-2006

Intramural soccer, Bemidji State University, 2008

Bemidji State University Dance Team, Captain, Aug 2008-Nov 2010

Bemidji Middle School Dance Team, Coach, Nov 2009-Feb 2010

Bemidji Youth Soccer, Volunteer coach, Sep 2011-Oct 2011

Exercise and working out

Hiking

References

Dr. Virgil Bakken, Associate Professor of Mass Communication

Bemidji State University
1500 Birchmont Drive NE, #16
Bemidji, MN 56601
218-755-3370, Office

Megan Mestas, COO and Marketing Director

LASIK Advertising Market
7200 S. Alton Way, Suite B270
Centennial, CO 80112
720-838-6539, Cell

Mitch Blessing, Creative Director

Design Angler
117 5th Street SW,
Bemidji MN 56601
218-497-1000, Office