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Relevant Coursework:

Sport Event Management Coordinator of Charity Golf Tournament
Coordinated recruitment of volunteers and golfers, marketed the event, gathered sponsorships/donations, sold raffle tickets/entries into contests and hosted golfers around the course

Relevant Experience

Fifth-Third Bank Stadium

Kennesaw, GA

Student Coordinator

14 January 2014

- x Oversee processes for event set up and tear down events ranging in attendance from 200 to 1000 spectators
- x Recruit student assistants and volunteers to assist with events
- x Manage weekly scheduling for 20 student workers
- x Implement outreach strategy to draw spectators to the venue

Student Assistant

June 2013 to January 2014

- x Assisted with event set up and tear down for concerts, special events, and sporting events
- x Trained and participated in ticket booth and will operations
- x Coordinated remote ticket sales event resulting in a 30% increase in ticket sales

Cherokee County Parks and Recreation

Woodstock, GA

Intern

January 2013 to April 2014

- x Managed schedules for youth basketball league and tournament
- x Created and implemented survey to determine customer satisfaction and opportunities for growth in youth sports
- x Gained experience in diverse areas including aquatic, youth athletics, adult athletics, field maintenance, and youth camps

Volunteer Experience

- x KSU Club Tennis, Volunteer Assistant Coach, Kennesaw, GA, Fall 2013
- x City of Kennesaw, Volunteer Tennis Coach, Kennesaw, GA, Spring 2013
- x Must Ministries, Donation Coordinator, Marietta, GA, Fall 2012

Skills

- x Spanish Fluent in written and spoken
- x Knowledge of Visual Basic, Oracle, SQL, C++, Java
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