

Blaze Dragon

Cortland, NY · (123) 456-7890 · blaze.dragon@cortland.edu

Education

State University of New York at Cortland, Cortland, NY

Bachelor of Arts in Communications

Expected May 2023

Minor in Management

- GPA: 4.0/4.0
- Honors Program Scholarship Recipient
- President's List Award Recipient, Fall 2019- Spring 2022
- Honors Convocation Recognition (top five percent of class), Fall 2019- Spring 2022

Relevant Experience

Lead Career Peer Mentor, Career Services, Cortland, NY

January 2021-Present

- Enhance the quality of resumes and cover letters of SUNY Cortland students and alumni by revising their documents and providing substantial feedback to highlight their most relevant experience
- Develop collaborative relationships and compare/contrast ideas with 8 Career Services staff members
- Emphasize building skills that lead to successful career and educational choices within the office and through presentations given to freshman and transfer student COR classes

VP of Recruitment, Sigma Delta Tau Sorority, Cortland, NY

January 2022-Present

- Organize a total of 14 virtual recruitment events via Zoom which consists of rotating breakout rooms between our chapter of 108 active sisters and 156 potential new members
- Lead a team composed of 2 assistants, 2 PR chairs, and 2 art chairs through design and product creations
- Direct the in-person preference ceremony round, write script for all members to follow and demonstrate efficiency
- Distribute offers of membership to 24 individuals by a 2-week long recruitment process via Campus Director

Digital Media Marketing Intern, Wedding Salon, Remote

May 2021-August 2021

- Connected with influencers, news outlets, and businesses across the country to gain exposure for wedding showcases in major cities such as Houston, NYC, Los Angeles via Constant Contact, Canva, Microsoft Excel
- Collaborated with a team of 3 other interns to revamp the company website, which included writing concise blog posts and managing the Instagram account with 52,800+ followers

Social Media and PR Intern, BlackBox Publishing, NYC, NY

October 2017-July 2018

- Maintained a positive social media presence for the company and illustrator by publicizing new comic books and events on social platforms with 20,000+ followers (Twitter, Facebook, and Instagram)
- Designed posts and captions for all outlets including highlighting trending hashtags and effects to images/ video
- Promoted the purchase of new works to local bookstores through persuasion by contacting representatives

Other Experience

Slating Board, Sigma Delta Tau, Cortland, NY

Fall 2022

- Elected the 2023 executive board by reading and evaluating 25+ candidate letters and applications
- Interviewed candidates alongside the national advisor to decide who was best suited to lead the chapter
- Collaborated with 6 other slating board members and chapter president to analyze each role and candidate

Cortland Dance Company, SUNY Cortland, Cortland, NY

Spring 2020- Present

- Host biannual holiday events consisting of wrapping gift donations for local families
- Participate in student-choreographed routines and perform at SUNY competitions
- Develop teamwork skills and welcome incoming team members with positivity and morale