

ALYSSA R. CLEMENTI

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EDUCATION

University of South Florida, Tampa, FL,
Bachelor of Arts, Mass Communications
Concentration: Journalism

December 2016

WORK/INTERNSHIP EXPERIENCE

Bottoms Up Pizza, Richmond, VA.

Server

January 2017 – September 2017

- Used effective communication to provide a memorable service experience for customers.
- Catered to private parties of 100 customers and more.
- Greeted all customers, seated them using an organized rotation chart.
- Worked the cash register and balanced the drawer at the end of all shifts.

Muma College of Business, University of South Florida, Tampa, FL,

Communications Intern

August 2016 – December 2016

- Responsible for creating monthly newsletters, including a turnaround of 2-4 news stories per week.
- Wrote staff, faculty, and student biographies for the University of South Florida website.
- Used Constant Contact to create email blasts and send newsletters, flyers, and announcements to over 34,000 recipients.
- Managed Muma College of Business Instagram, Twitter, Facebook, website and other social media.
- Helped set up and run Muma College of Business events, such as Scholarship Luncheons, Conversation with a CEO, and holiday videos.

Her Campus, Tampa, FL,

Editorial Writing Team Member

August 2015 – December 2016

- Attended meetings and training with the Editor-in-Chief and other members of the Editorial Team.
- Wrote stories for the online Her Campus website specifically for University of South Florida students.
- Overviewed peer stories when it came to grammar, punctuation, and necessary edits.

LEADERSHIP EXPERIENCE AND INVOLVEMENT

USF Student Government Senate, University of South Florida, Tampa, FL

Senator for College of Arts and Sciences

May 2015 – June 2016

- Attended multiple weekly Senate and committee meetings.
- Worked closely with the Judicial and Executive branches of Student Government to draft and pass legislation.
- Served on the 2015-2016 Special Funding Committee to appropriate \$160,000 to student organizations.
- Served on the 2015-2016 Audit and Appropriations Committee.

Alpha Omicron Pi Sorority, University of South Florida, Tampa, FL,

Vice President of Recruitment

March 2015 – December 2016

Philanthropy Chair

December 2014- December

2016

- Planned and executed formal sorority recruitment and informal spring recruitment for 130 + women.
- Organized events for each day of recruitment, including ordering food, renting tables/tablecloths, flowers, and decorations.
- Organized four philanthropic events, raising over \$25,000 for Wounded Warriors Project and Arthritis Foundation.

Lead Fellows, University of South Florida, Tampa, FL

Head Committee Member

March 2015- December 2016

- Created original consultation material unique to individual organizations and classes for USF.
- Headed weekly workshops on topics such as activism, sexual assault on campus, and diversity.

