

SARA NICKEL
313-694-5481 • saranickel4321@aim.com
[linkedin.com/in/sara-nickel/](https://www.linkedin.com/in/sara-nickel/)
Michigan, USA

SUMMARY:

Motivated with a strong foundation in interpersonal, organizational, and communication skills. Eager to contribute by supporting effective messaging, coordinating logistics, and enhancing team collaboration. Brings enthusiasm, adaptability, and a detail-oriented approach to planning and executing memorable work.

EDUCATION:

Oakland University, Rochester, MI

Expected: Dec 2026

Bachelor of Arts, Double Major: Communication and Public Relations with Advertising

- Minor in Biology
- Communications Director for the Network of Enlightened Women, Oakland University.

Relevant Coursework: Multicultural Communications, Professional Communication, and Persuasion.

Macomb Community College, Warren, MI

March 2025

Associates of Art and Science

GPA: 3.51

- Achieved the placement on the dean's list Winter 2023, Fall 2023, and Fall 2024.

Relevant Coursework: Sociology and Public Speaking.

EXPERIENCE:

Special Events & Marketing Intern

May 2025 – September 2025

Suburban Collection Showplace, Novi, MI

- Lead the development and launch of the Senior Citizens Program 2025, demonstrating ownership, creativity, and initiative.
- Collaborate on marketing initiatives, including content creation, strategic planning, advertising, promotions, and client services.
- Manage over 1,000+ data entries by organizing files to enhance event tracking and improve administrative efficiency
- Conduct comprehensive reviews and grant access approvals based on background checks, insurance verification, and liability assessments.

CERTIFICATIONS:

- Business of Retail Certified Specialist. 01 / 2022
- Microsoft Office Specialist: Microsoft Word / PowerPoint 2016 Certification. 05 / 2019

SKILLS:

- Google Suites & Microsoft Office Proficiency
- Organization & Time Management
- Social Media Strategies
- Event Promotion & Event Coordination
- Canva: Ads, Flyers, Promotional, Infographics, Carousels, CTA's
- Video Editing Software: Adobe Premiere Pro, Movavi Video Editor 2025, Movie Maker, & CapCut