# PROFESSIONAL SKILLS

Microsoft applications
Constant Contact
Knowledge of AP Style
Adobe Creative Suite
Strong writing skills
Social media experience

# PERSONAL SKILLS

Adaptable and flexible

Reliable
Hard-working
Excellent time management
Organized
Detail-oriented
Efficient multi-tasker

# CONTACT

Phone: (586) 255-4597

Email: sammyjorgens@gmail.com

### **SOCIAL MEDIA**

Facebook: Sam Jorgens

Instagram: @sammyjorgens

Twitter: @SamJorgens

LinkedIn: @SamanthaJorgens

# SAM JORGENS

#### **EDUCATION**

Bachelor of Science

Major in Journalism: Public Relations Concentration Minors in Advertising, Political Science, Psychology

Central Michigan University | 2016 - 2020

Cum Laude, GPA: 3.54

Teaching Assistant for Case Studies in Public Relations

#### **WORK EXPERIENCE**

#### **TEAM MEMBER**

C&O Sportswear | Aug. 2018 - April 2020

- Worked register and sales floor for retail
- Checked in and completed custom orders
- First and last contact with customers entering the store

# **PUBLIC RELATIONS INTERN**

Creative Interiors | Jan. 2020 - April 2020

- Produced promotional content for the business and their 3D modeling services
  - Brochure, social media calendar, FAQ sheet, business logo, press releases and infographics

#### PUBLIC RELATIONS INTERN

Mt. Pleasant Area Chamber of Commerce | Jan. 2019 - May 2019

- Planned and executed various networking events
- Created e-newsletters, event agendas and fact sheets
- Managed social media accounts

# WRITING INTERN

Study Breaks Magazine | Jan. 2018 - June 2018

 Wrote 1,000+ word articles, submitted article pitches and participated in writing workshops each week