



BUCKY B. BEAVER

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Bemidji, MN

linkedin.com/in/buckybbucky in

PROFILE

- Engaging Event Planner
- Creative Problem Solver
- Motivating Team Player
- Excellent Communication Skills
- Fluent Technology Skills
- Eye for Detail & Design

TECHNICAL SKILLS

SnapChat	●●●●●●●●
Facebook	●●●●●●●●
Instagram	●●●●●●●●
VSCO	●●●●●●●○
Twitter	●●●●●●●●
Microsoft Suite	●●●●●●●●
Adobe Photoshop	●●●●●●○●
Adobe InDesign	●●●●●●○●
Google Analytics	●●●●●●○●
MailChimp	●●●●●●●●
WordPress	●●●●●●○●
Weebly	●●●●●●○●
BeaverLink	●●●●●●○●
EMS	●●●●●●○●
Qualtrics	●●●●●●○●
Zoom	●●●●●●○●

RELATED COURSEWORK

- E-Marketing
- Advertising Management
- Marketing Research
- Microeconomic Decisions
- Personal Selling

EDUCATION

Bemidji State University, Bemidji, Minnesota May 20XX
 Bachelor of Science
 Major: **Business Administration**
 Emphases: **Marketing** and **Management**
 GPA: 3.25

INTERNSHIP EXPERIENCE

Marketing Factory Group, Bemidji, MN May 20XX-August 20XX
Social Media & Marketing Specialist Intern

- Created and updated content on social media platforms, including; Facebook, Twitter, Instagram, and SnapChat
- Increased active followers from 900 to 2,000 on Instagram over the course of one week
- Conducted online research for targeted buyer demographics
- Reviewed Google Analytics for the company website and provided recommendations to the marketing department

WORK EXPERIENCE

Bemidji State University, Residential Life, Bemidji, MN August 20XX – Current
Residential Assistant

- Provide resources, guidance, tutoring, and maintain positive relationships with 45 students to encourage a successful University experience
- Plan, market, promote attendance and facilitate all floor and hall events
- Administrative and office support for the front desk hall residents and staff members that includes mail disbursement and respond to rotating on-call emergency situations

CAMPUS INVOLVEMENT

Campus Activities Board (CAB) **Vice President** 20XX-20XX
Member 20XX-20XX

- Strategically coordinate and develop programming to increase student engagement across campus through various programming
- Work with an executive board and academic advisor to vet campus events that vary in size from hosting a group of 5-10 students to a large-scale event of 600 students
- Board is responsible for coordinating diverse and inclusive bi-weekly events within a budget of \$40,000
- Work with various vendors, assist in negotiating contracts to fit the established budget for each event
- Partner with the committee in executing each events to ensure marketing, budgets, logistics, vendors, keynote, set-up, tear-down, and staffing are met

New Student Orientation Leader 20XX

- Provided leadership for 800 new and incoming students by facilitating and helping coordinate weekend activities
- Partnered with 40 other orientation leaders to organize new student move-in
- Provided a welcoming environment to promote and encourage new student retention during their transition

CONFERENCES ATTENDED

National Association for College Activities, Minneapolis, Minnesota April 20XX
 Participant and volunteer