

Event Management
 777 S. 5th Street
 (555) 577-7775
 winner@flagler.edu

Education

Bachelor of Arts: Sport Management December 20xx
Flagler College St. Augustine, Florida
 Related Coursework: marketing plan, business plan, sport law, sport finance, event management

Experience

Gator Bowl Association Project 20xx
 • Created 150 flyers and press releases about a Gator Bowl Association tailgate party at St Augustine High School Football game throughout the local community
 • Developed a discount card for the Gator Bowl Association which partnered with 5 local St Augustine business to help promote our event
 • Facilitated and developed the Kids Corner activities
 • Promoted the event, our discount card and Gator Bowl through cold selling, word of mouth and advertisements in St. Augustine

Apprenticeship with First Tee of St. John’s County 20xx
 • Developed an excel data base with over 250 local golf pro’s and their contact info
 • produced and managed 60 Junior Tournament Series participant database o
 • Created promotional flyers and send mass emails to families of the First Tee about Junior Tournament Series and also all local junior golf tournaments
 • Assisted in operations of the series such as sign in, pictures, encouraging over 10 participants through the tournament each day

Camp Counselor/Director, Tri-Town Recreation 20xx-20xx
 • Facilitated and oversaw daily activities of 450 children between ages 4-17 at summer camp
 • Planned music, sports, arts and crafts, field trips, motivational speakers and other activities to balance learning with fun
 • Awarded Camp Counselor of the Year 2003

Community Involvement

President’s Golf Classic 20xx
 Jacksonville Jazz Festival 20xx
 Relay for Life Breast Cancer Awareness 20xx
 Thurman Thomas Enterprises 20xx
 ACE Leadership Club 20xx
 Elementary Classroom work 20xx

Other Experience

Bartender/Server, Ruby Tuesday 20xx-Present
 • Recognized as Bartender of Northern Florida District based on performance above and beyond one’s normal accountabilities.
 • Assumed task of training and orientating over 20 new employees
 • Provided high quality customer service being recognized as 5 star server/bartending for 3 years
 • Developed and maintained a loyal customer base through excellent service
 • Promoted menu items and optimized wine and beer sales over 10 %
 • Proved ability to handle multiple tasks and maintain composure during peak business hours

