

Rebecca Thompson

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Rexburg, ID 83440

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Academic Support Assistant (*BYU-Idaho, Rexburg ID*)

- Met with students for scheduled weekly tutor sessions, also took walk-in's
- Brainstormed, Scripted and Created Academic Videos

Marketing Assistant Manager (*EZ-NetTools, Rexburg ID*)

- Created, planned and implemented advertising and marketing strategies
- Managed marketing objectives and plans
- Hosted webinars, updated website content, created award programs and referral programs

Company Service Representative (*Advanced Plumbing & Rooter, Rigby ID*)

- Worked with customers daily ensuring their needs were met
- Organized office paperwork
- Created and updated customer accounts and invoices
- Familiar with Quickbooks
- Made 25-50+ cold calls a day

Volunteer Experience (*Rexburg, ID*)

- Newel K. Whitney Summit – Host
- Student Representative Council – Elections Coordinator
- Latin Dance - Instructor
- Campus Tours
- Sports Webcasting - Manager
- Radio Reading
- Humanitarian Service Organization

Major: Communication

Minor: Business Management

Emphasis: Public Relations

Graduation: December 2012

Relevant Classes

- Visual Media
- Event Management
- Advertising
- Media Buying and Placement
- Writing for PR
- Writing for Communications
- IBC Program
 - o Finance
 - o Supply Chain
 - o Marketing
 - o Organizational Behavior
- ICE Program
 - o Organizational Practices
 - o Group Dynamics
 - o Conflict Management

Member of PRSSA

Internship (*KNDU TV, Kennewick WA*)

- Gained valuable experience as a photog, reporter and writer.
- Learned how to shoot and edit video, B-Roll, SOT, etc.
- Updated Facebook and website content
- Wrote stories for the website

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- Trained in Six Sigma
 - Experienced in all Microsoft Programs, Adobe CS3 and CS4, Premiere Pro Video Editing, Avid Film Editing
 - Writing(Technical, Commercial and Social)
 - Presentation skills

Experience

Education

Skills