

# Morgan Jeanne McEntire

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Very motivated, hardworking, and dedicated individual aspiring to acquire new skills and always up for a challenge; work well with others and independently. Position sought in a field that would be relevant toward the pursuit of an advertising career.

## —*Core Competencies*—

MS Office • Organization • Attention to Detail & Accuracy • Decision Making & Communicating  
• Team Building & Leadership

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## Work Experience

**MARKETING INTERN** • February 2009 to Present

RENO/SPARKS CONVENTION & VISITORS AUTHORITY – Reno, Nevada

- Assist in the development of the RSCVA's social media program, which includes blog postings, capturing photography/video, and general copywriting activities.
- Update the RSCVA's web site, including event listings, blog postings, and monitor and develop content for a variety of social media sites.

**SOCIAL MEDIA DEPARTMENT COMPETITOR** • January 2009 to May 2009

AAF NATIONAL STUDENT ADVERTISING COMPETITION – Reno, Nevada

- Conducted and supplied in-depth research for all social media statistics.
- Assisted with applying our specific campaign to various social media forums.

**CASHIER** • September 2004 to April 2005

KOHL'S DEPARTMENT STORE – Las Vegas, Nevada

- Accurately managed cash and credit card transactions in department store environment.
- Dealt with a diverse customer population while remaining enthusiastic and cooperative.

**ADMINISTRATIVE ASSISTANT** • June 1999 to August 2004 (summers/ holidays)

AMSTAR HOMES, INC. – Las Vegas, Nevada

- Data entry, word processing, filing, faxing, and Internet research functions.
- Received and directed visitors, fielded telephone calls.

## Education

University of Nevada-Reno, Bachelor of Arts Degree in Journalism – Advertising/ Minor in Ethnic Studies – December 2009

## Personal Statement

I continually strive to maintain a positive outlook and can more than likely find some good in everything. The brilliance behind advertising encourages my curiosity. Complete clean freak and organized to the tee. My extroverted personality necessitates being around diverse people and exploring new opportunities. Constant analysis of my capabilities increases my success rate in personal and professional areas.

## References

Available upon Request