Lindsay A. Pawson

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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: May 2016

Major: Marketing

GPA: 2.9

Selected Courses:

Human Resource Management — Cyberspace and Society

Management Information Systems

ACTIVITIES:

- Member, American Marketing Association, Spring 2014 – Present
- Activities Chair, Delta Zeta, Delta Tau Chapter, Fall 2012-Present
- Student Council, 1940, committee member, Fall 2012-Spring 2013

EXPERIENCE: DIRECTBUY, Montgomery County, PA — June 2008 – Present

Service Provider Team

- Resolve any issues to improve the business-consumer relationship
- Place purchase orders for members to over 900 manufactures and organize showroom from more simple shopping
- Answer phone calls from local vendors, corporate, manufacturers and members. Set up appointments anywhere from designers to deliveries

HAAGEN-DAZS, Sanatoga, PA — October 2009 – August 2013

Supervisor, Sales Associate

- Worked in team of 6 to provide customer service and sales to a wide variety of consumers.
- Supervised employees during shifts, delegated tasks, open and closed store, and placed inventory orders
- Organized promotions within the store to increase sales revenue

SKILLS:

- Microsoft Word, Excel, Power Point
- Google Docs, SAP