

Chris Harwood

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EDUCATION

The University of Michigan-Dearborn, Dearborn, MI
Bachelor of Business Administration, 9/2012 - Present
Expected graduation date: Summer 2015
Major: Marketing
GPA: 3.4

RELATED COURSEWORK

- Understanding Consumers
- Market Research
- Information Technology Management
- Decision Sciences/Statistics
- Project Management and Leadership
- Business to Business Marketing
- Communications Strategy and New Media

WORK EXPERIENCE

Operations Manager 9/2008 - Present
Universal Parking Farmington, MI

- Manage payroll, scheduling, employment, and conflict resolution
- Facilitate services provided for private events
- Resolve customer complaints
- Serve as manager on duty on call 24 hours per day

Brand Ambassador/Sales 1/2012 - 12/2012
Elite Success Partners Rochester, MI

- Sold 17 yearly memberships
- Coordinated networking events
- Planned and promoted annual benefit event

ACTIVITIES

President - College of Business Student Advisory Board

- Manage Professional Development Week planning
- Plan events to increase student engagement
- Coordinate partnerships with alumni board

Vice President of Administration - Alpha Kappa Psi

- Coordinate chapter committee system

Treasurer - American Advertising Federation

- Collect member dues
- Manage organization budget
- Assist with organization promotions

Project Manager - Entrepreneurship Academy 2014

- Recruit high school students for program
- Mentor participants to increase their business knowledge

Chair Member - Philosophy of Service Committee

- Organize fundraising events to support Providence Park Hospital
- Boost employee morale through team building activities

SKILLS

- Microsoft Office
- Social Media
- Computer Networking Installation
- Public Speaking

ACCOMPLISHMENTS

- Presented at Celebrating Victors event
- Presented to College of Business Board of Advisors