

# Rachel Cox

## Profile:

- Professional experience in Adobe Creative Suite: InDesign, Lightroom, and Photoshop
- Experienced in Excel, PowerPoint, and Word
- Experienced in modernizing marketing plans and advertising platforms

## Education:

**Earning Bachelor of Arts**, Hanover College

expected graduation: May 2021

Major: Communication, Minor: Business and Design

- Cumulative Grade Point Average: 3.4

## Related Experience:

**Marketing Intern**, CE Solutions, Inc., Carmel, IN

2020 – Present

- Update marketing collateral
- Research and create new project experience sheets
- Create marketing videos as needed
- Photograph ongoing and finished projects
- Attend business development meetings as needed

**Sports Photographer**, Hanover College, Hanover, IN

2019 – Present

- Photograph various sporting events throughout the year

**Social Media Chair**, Circle K, Hanover, IN

2019 – Present

- Manage Instagram platform by effectively promoting events and posting pictures to increase social presence
- Take photographs at volunteering events
- Prompt and advertise for events on Hanover's campus

**Marketing Intern**, ERMCO, Inc., Indianapolis, IN

Summer 2018

- Assist in modernizing website
- Updated filing system by organized proposals, in-progress and finished products
- Updated resumes: modernize layout, add new jobs, and standardize job descriptions in a similar format
- Conducted inventory by organizing and assessing stock of various clothing items, order new apparel when needed
- Modernized social media presence

**Vice President**, Circle K, Hanover, IN

2018 – 2019

- Contact various places around the community to offer our volunteering services at the Animal Shelter, Retirement Home, KDH Hospital
- Assist the President with weekly meetings
- Boost and Monitor Membership

## Additional Experience:

• **Student Athlete**, Hanover College Women's Softball

2017 – Present

• **Member** Phi Mu Rho Chapter

2018 – Present

• **Secretary, Parent Relations Chair, and Webmaster**, Phi Mu Rho Chapter

2019 – Present