

Abby Eads

Profile

- Skilled in written and oral communication
- Possesses strong and dependable organizational and time-management skills
- Hard-working, quick learner, and self-motivated
- Proficient in Microsoft Excel, Word, and PowerPoint

Education

Earning Bachelor of Arts, Hanover College, Hanover, IN; Expected Graduation: May 2021

- Majors: Communication; Business
- Cumulative Grade Point Average: 3.42
- 4 Semesters on Dean's List

Related Experience

Turnover Assistant Director, Varsity Properties, Summer 2020 – Present

- Inspect properties to determine readiness level
- Relay needed repairs relative to tenants moving in
- Create training programs for workers
- Assist in invoicing previous tenants
- Communicate potential marketing and advertising ideas to superiors

Vice President of Communication, Dance Marathon, Hanover College, Spring 2019 – Present

- Consult with executive chairs, members, and representatives from Riley Hospital for Children to discuss and set fundraising goals
- Assist in planning and leading fundraising meetings
- Schedule and promote fundraising events via social media campaigns
- Organize and execute marketing plans to raise awareness

Smithville Baseball Diamond Employee, Smithville Baseball Diamonds, Summer 2015 – Present

- Communicate between board members, coworkers, and customers to disperse funds and maintain a smooth operation
- Calculate profits and expenses to track net profits and maintain a budget

Other Activities

Assistant Volunteer 10u Softball Coach, Smithville Baseball Diamonds, Summer 2015 – Present

- Instruct 8 to 10-year-old girls in the fundamentals of softball
- Contact parents and guardians via email with suggestions of at-home exercises to help with players' overall improvement