

Megan Dawn Anderson

Contact Information

253-389-8104

megandawn513@gmail.com

Portfolio: <http://megandawnanderson.tripod.com/>

Address

7218 138th St. Ct. E.

Puyallup, WA 98373

QUALIFICATIONS

- Educated in the fields of Public Relations, Communications, English, and Psychology
- Effective communication skills, including interpersonal skills and written skills
- Leadership skills with a background in customer service and promotions
- Multi-tasker with exceptional organization skills
- Internet and social network savvy
- Technically proficient in Microsoft Office, Photoshop, and HTML.
- Able to perform in a fast-paced and stressful environment
- Energetic team player
- Reliable and professional work ethic
- Outgoing and upbeat personality
- Self-motivated and quick learner

EDUCATION

Western Washington University, Bellingham, WA

Bachelor's Degree, June 2010

Major area of study in Public Relations, Communications, and English; Minor in Psychology

Pierce Community College, Puyallup, WA

Associate of Arts Degree, June 2007

Major area of study in Psychology

Gov. John R. Rogers High School, Puyallup, WA

High School Diploma, June 2005

- Business honors
- DECA honors

WORK EXPERIENCE

Space Needle LLC. – Summer Street Team

July 2010 – August 2010

- Promotional distribution
- Customer interaction and service

The Wild Buffalo House of Music - Intern

January 2010 – April 2010

- Promotional distribution
- Updating social networking sites
- Updating and maintaining mailing list

Washington Campus Compact – Service Learning Partner

January 2010 – March 2010

- Worked closely with the company to plan a non-profit event for underprivileged children
- Wrote and distributed public relations materials

The Upfront Theatre - Intern

September 2009 – December 2009

- Created promotional sales brochure
- Composed multiple research backgrounders

Island Records - Street Team Captain

September 2008 – Present

- Distribute promotional items for Island Def Jam artists
- Promote through social networking

Western Washington University Phonathon - Caller

September 2008 – June 2009

- Non-profit fundraising for the university

Claire's - Third Key Management

April 2008 – August 2008

- Cashiering and money management
- Customer service
- Shipment breakdown/merchandising

Payless ShoeSource - Sales Associate/Key Carrier Management

May 2007 – March 2008

- Cashiering and money management
- Customer service
- Shipment breakdown/merchandising

South Hill Chiropractic - Clerk

May 2003 – August 2005

- Filing and organizing confidential patient information

ACTIVITIES

- Student Store Human Resource Manager, Rogers High School, Puyallup, WA (2004-2005)
- Business Class President, Rogers High School, Puyallup, WA (2003-2005)
- DECA member, Rogers High School, Puyallup, WA (2003-2005)
 - Attended DECA district and state competitions 2 years in a row
 - Participated in various volunteer opportunities through DECA