**Mary Jane “MJ” Washington**

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**EDUCATION**

**Bachelor of Science in Commerce and Business Administration**, May 2023

The University of Alabama, Culverhouse College of Business, Tuscaloosa, AL

Major: Marketing Minor: International Business

GPA: 3.2/4.0 Major GPA: 3.65/4.0

**RELEVANT COURSEWORK**

Consumer Behavior (MKT 313), Personal Selling (MKT 337), Multinational Business Communication (IBA 351)

**STUDY ABROAD**

**American Institute for International Studies**, Barcelona, Spain, May 2020 – July 2020

* Engaged in collaborative learning with international counterparts through projects, seminars, and course work
* Improved written and verbal communication skills by conducting oral presentations and research in Spanish

**PROJECT WORK**

**Organizational Theory and Behavior (GBA 300)**, Spring 2022

*Class Project*, The University of Alabama, Tuscaloosa, AL

* Researched 4 companies’ financial reports to determine profitability and marketability
* Strategized with 6 team members to compose final report and recommendations utilizing Excel and PowerPoint
* Strengthened public speaking skills by presenting material to 50 peers in a business environment

**WORK EXPERIENCE**

**Marketing and Sales Intern,** May 2022 – Present

*Chick-fil-A,*Tuscaloosa, AL

* Foster client relations through needs-based promotional activities, events, and creative advertising designs
* Create flyers and marketing documents through InDesign to be used in promotions to students
* Process catering orders, connecting them to one of six local stores, while maintaining accurate billing records

**Student Assistant**, August 2019 – December 2021

*Office of Student Media,* The University of Alabama, Tuscaloosa, AL

* Fielded calls, filed paperwork, and assisted a staff of 7 to ensure office efficiency for 20 hours per week
* Completed errands for instructors and staff and delivered messages between office and classrooms
* Communicated with students and visitors while scheduling meetings and directing calls to appropriate departments

**LEADERSHIP EXPERIENCE**

**Sorority Recruitment Counselor Chair**, May 2021 – August 2021

*Sigma Rho Chi*, The University of Alabama, Tuscaloosa, AL

* Directed all recruitment events to inform and discuss with all chapter members recruitment issues and procedures
* Created team-building activities to involve more members in the recruitment process
* Prepared a recruitment packet for every member including calendar, policies, recruit names, and schedule

**VOLUNTEER EXPERIENCE**

Habitat for Humanity, Tuscaloosa Metro Animal Shelter, Temporary Emergency Services, Al’s Pals Mentorship Program

**HONORS & ACTIVITIES**

Alabama Advantage Scholarship

National Society of Collegiate Scholars

American Marketing Association

Intramural Softball

**SKILLS**

Basic Spanish, Excel, PowerPoint, Canva, Adobe InDesign, Adobe Illustrator