

Julie Anne Jacobs

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251-589-1824

PERMANENT ADDRESS

11930 Gainestown Road
Gainestown, AL 36540

UNIVERSITY ADDRESS

1024 Starr Court
Auburn, AL 36830

OBJECTIVE

Pursuing a graduate assistantship in the field of public relations/business administration

EDUCATION

Auburn University, Auburn, AL
Bachelor of Arts in Public Relations
Major GPA: 3.90/4.0
Overall GPA: 3.86/4.0

May 2017

EXPERIENCE

Auburn University Athletics Department, Auburn, AL
Strategic Communication Intern

January 2017-Present

- Composed strategic communication material and updated social media outlets
- Contributed in writing feature and news based stories displayed on the Auburn Athletics website
- Collaborated with team members to develop and update existing public relations strategies

The Mint Julep Boutique, Auburn, AL
Marketing Intern

May 2016-December 2016

- Demonstrated skills in email creation and email scheduling using Dreamweaver software
- Exhibited organizational tactics by scheduling and maintaining products within the company's website
- Assisted in the strategic planning of promotions, events and advertisements

K-Lene Auto Parts, Jackson, AL
Bookkeeping Intern

June-July 2012, 2013, 2015

- Performed bank statement reconciliations, payroll procedures and general financial recording policies
- Cultivated organizational skills through effective task management
- Communicated effectively when interacting with clients and bank personnel

HONORS & ACTIVITIES

Plank Center Challenge for Emerging Leaders
Church of the Highlands Dream Team Member
Phi Kappa Phi Honor Society
The BIG Event 365/Jobsites Committee Member
Financial Leadership Society Member
The BIG Event Project Coordinator
PricewaterhouseCoopers Case Competition Member

November 2016-February 2017
April 2015-Present
December 2015- Present
September 2015-March 2016
Fall 2015
November 2015-March 2015
October 2015

KEY SKILLS

Adobe Creative Suite, Microsoft Office, AP Style, social media branding and public speaking

REFERENCES

Available Upon Request