

Angelique Punt

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PROFILE: Ambitious leader with ability to communicate effectively. Personable and works efficiently in teams or individually, fluent conversationally in German and Afrikaans, computer literate.

EDUCATION: **Augustana College:** *Rock Island IL* **February 2015**
Bachelor of Arts in International Business
Minor: Communication Studies
Study Abroad: Semester at University of Botswana
GPA: 3.12/4.000

RELEVANT EXPERIENCE:

Marketing and Sales Internship: *Dardis Academy, Moline IL* **May 2014-Present**

- Deliver effective presentations highlighting products and benefits
- Demonstrate effective communication skills to uncover consumer needs
- Manage orders and apparel inventory
- Market to new clients and potential customers

Marketing and Public Relations Internship: *Pontiac Tourism, Pontiac, IL* **May 2013-August 2013**

- Research effective product lines to offer to tourists
- Pitch personalized souvenir ideas to city advisors
- Supervise photo booth orders and shipments
- Organize event details within city guidelines and supervisors

OTHER EXPERIENCE:

Attendant: *Bent River Brewery, Moline IL* **May 2014-Present**

- Accommodate individuals
- Inform individuals of new menu items
- Refer customers to items based on specific taste palates
- Sanitize equipment, restock dry goods.

Interlibrary Loan Coordinator: *Augustana College, Rock Island IL* **August 2011- May 2014**

- Order books and articles not available at our facility
- Scan articles from magazines and books that arrive
- Process books that arrive
- Contact libraries with concerns regarding items

Tour Guide: *Pontiac Tourism, Pontiac, IL* **May 2012-August 2013**

- Help facilitate groups who come into town
- Operate photo booth with personalized souvenirs
- Execute miscellaneous office work such as filing and copying
- Collaborate with team members on effective tour managing

CAMPUS INVOLVEMENT:

- Delta Chi Theta Sorority **May 2011-Present**
- Multicultural Ambassador at Augustana College **May 2013- May 2014**
- Augustana Choral Department **August 2011- May 2014**
- Participant in Society's Relay for Life and Dance Marathon **August 2011-May 2014**

TECHNICAL SKILLS:

- Adobe
- Microsoft Word
- Microsoft PowerPoint
- Evernote
- Windows Movie Maker
- Picasa