

Sample Resume – Business Economics Major

Marc Boutot

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Summary of Qualifications

- Bachelor's degree in business economics in progress
- 3 years of service industry experience in fast-paced environment
- Social media marketing experience

Education

University of Maine at Farmington, Farmington, Maine
B.A., Business Economics, minor in History

expected May 2017

- GPA: 3.57; Dean's List

Experience

Social Media Intern

September 2016 – December 2016

Western Mountains Alliance, Farmington, Maine

- Managed social media accounts, including Facebook and Twitter, with the goal of promoting a small non-profit economic development agency
- Generated content to engage users with events in the community
- Designed social media orientation and training for staff, volunteers, and partners within the organization and beyond

Lead Server

Summers 2015, 2016

Phil's Lobster Pound, Seaside, Maine

- Provided excellent customer service in busy seasonal eatery by taking and serving orders, accommodating special requests, and providing recommendations based on customer tastes
- Utilized electronic system for calculating customer bills and payment in a fast and accurate manner
- Organized staffing schedules in consultation with manager and managed scheduling based on staff requests and business needs

Leadership and Service

Captain, UMF Men's Varsity Soccer Team

September 2015 – present

Vice President, UMF History Club

January 2014 - present

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References

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