

**Vera Involved**  
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## **SUMMARY OF QUALIFICATIONS**

- Goal-driven leader with over one year of supervisory experience
- Demonstrated ability to develop programs and events in order to address community needs
- Creative problem solver who can identify and implement strategies to meet and exceed goals

## **EDUCATION**

Roosevelt University

Chicago, IL

**Bachelor of Science in Business Administration: Marketing**

Anticipated: May 2019

## **COURSEWORK**

Selling and Sales Management  
Marketing Research

Principles of Advertising  
Marketing Strategy and Planning

## **RELEVANT EXPERIENCE**

Roosevelt University

Chicago, IL

**Vice President, Student Government Association**

September 2018–present

- Assess student needs and communicate with university faculty, staff, and other constituents regarding campus and community life
- Serve on Board of Trustees to better understand university infrastructure and enhance student collegiate experience
- Appoint students to university committees, such as Student Review Board and University Senate

Roosevelt University

Chicago, IL

**Leadership Coordinator, Center for Student Involvement**

September 2017–present

- Complete extensive market research through student surveys and community focus groups
- Develop effective student leadership programs, including interactive workshops, panel discussions, and community activities
- Organize events with guest speakers including governor of Illinois, circuit court judges, and other community leaders
- Build relationships with university departments to increase student leadership opportunities

Roosevelt University

Chicago, IL

**Research Assistant**

August 2016–August 2017

- Performed market research of national corporations, emphasizing the interaction of private and public sectors on economic growth
- Created research instruments, entered data, analyzed research, and processed research outcomes

## **LANGUAGES**

Fluent in Spanish

## **COMPUTER SKILLS**

Microsoft Office: Word, Excel, Access, PowerPoint, Publisher