

## FIRSTNAME LASTNAME

- GPA: 3.5
- Recipient of Provost Scholarship from Towson University, awarded

### Related Coursework

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#### **Organization and Administration of Intramurals as**

- Write all pre- and post-game information releases and announcements
- Design, assemble and mail weekly marketing flyers
- Facilitate communication with local schools and organizations via phone and emails
- Organize half-time performances, exhibitions,

### Skills and Certifications

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- Experienced with Microsoft Office, SPSS, PASW, Adobe Dreamweaver
- CPR and First Aid certifications