



EMILY HUBER

CONTACT

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PROFILE

I graduated from the University of Oklahoma in May of 2018. I am looking for an entry level position in the field of Public Relations, Social Media, or Communications.

EXPERIENCE

SUMMER CAMP COUNSELOR/COACH

GOOD SHEPHERD EPISCOPAL SCHOOL | JUNE 2010-PRESENT

- I worked for Good Shepherd's Cheerleading camp, Sports camp, and Discovering Dallas camp. For each camp, I was in charge of organizing, implementing, and overseeing each daily activity, while also managing and supervising young kids.

DIRECTOR OF PUBLIC RELATIONS AND ADVERTISING

ALPHA PHI SORORITY | NOVEMBER 2015-2017

- Ran social media, worked with marketing team/recruitment team and keep others informed about Alpha Phi.

COMMUNICATIONS INTERN

ONCOR ELECTRIC | JUNE- AUGUST 2017

- Wrote stories for company website, handled social media posts , planned corporate events and conducted interviews for the website.

CLIENT RELATIONSHIP ASSOCIATE

KFORCE | AUGUST 2018- MAY 2019

- Built relationships with clients through the delivery of exceptional service, and provided experienced professionals within the Finance & Accounting space the opportunity to drive successful business outcomes and initiatives.

MARKETING COORDINATOR

TEXAS PROFESSIONAL INSURANCE AGENTS | SEPTEMBER 2019- PRESENT

- Worked on marketing research for future marketing campaigns. Analyzed, organized, and reviewed data.

SOCIAL MEDIA & MARKETING SPECIALIST

ELITE APPLIANCE | DECEMBER 2019- PRESENT

- Wrote all captions, created all graphics and managed all social media platforms. Wrote blog posts, while also managing the blog site. Wrote, created and sent all email blasts. Worked on marketing campaigns. Data analysis and inventory assignments.

EDUCATION

BACHELOR DEGREE IN PUBLIC RELATIONS-SPANISH MINOR

UNIVERSITY OF OKLAHOMA| NORMAN, OK | 2014 - 2018

GPA: 3.83/4.00

SKILLS & INTERESTS

- Communicating
- Decision- Making
- Public Speaking
- Time Management
- Writing
- Blogging
- Building Relationships
- Conversational Spanish
- Photoshop/Indesign
- Event Planning

HONORS AND AWARDS

PRESIDENT'S HONOR ROLL AWARD

MAINTAINING A 4.0 GPA WHILE TAKING 12+ HOURS

FALL 2014, SPRING 2015, SPRING 2018

DEAN'S HONOR ROLL AWARD

MAINTAINING A 3.5 OR ABOVE GPA WHILE TAKING 12+ HOURS

FALL 2015, SPRING 2016, FALL 2016, SPRING 2017, FALL 2017