Sample Chronological Resume

# JEANNIE BUCKEYE

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(LinkedIn URL)

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## MARKETING/COMMUNICATIONS

High energy, versatile marketing and communications professional with a creative talent for planning and leading comprehensive marketing strategies in support of business goals and objectives. Expertise in assisting with the creation of marketing and communications tools and steering the execution of such programs to a diverse audience of customers, prospects, business partners and employees. Recognized for being results driven and an effective team player.

## SPECIALTIES

- Technical/Employee Communications
- Marketing Program Implementation
- Newsletter Creation & Production
- Event Coordination & Facilitation
- Content Management
- Marketing Program Management
- Substantive Editing
- Customer Service
- Prospecting/Client Cultivation
- Program Analytics & Reporting
- Advertising & Promotions

## HIGHLIGHTED CAREER ACHIEVEMENTS

- **Revenue Generation** - Consistently exceeded baseline requirements for providing customer references to sales force by using Microsoft Access database and sales intranet tracking system, which contributed to revenue generation of $650K per month for Pride Industries.
- **Customer Service** - Assisted with directing 45,000 members in applying for benefits.
- **Awards & Recognition** - Recipient of the Pride Industries' "Employee of the Quarter" award and the Pride Industries "Cut Above" award.
- **Presentations –** Facilitate communications workshops, seminars and presentations at local, state, international conferences.

## PROFESSIONAL EXPERIENCE

**BENEFITS WORLDWIDE** Columbus, Ohio **2012 – Present**
***Customer Benefits and Marketing Representative***
Perform activities related to Columbus University Alumni Association including membership processing, coordination of customer data in customer records management database (CRM), and responding to all aspects of customer inquiries for one of the biggest alumni associations in the world.

- Build customer interest in services and products offered by the organization and obtain strong working knowledge of the types and prices of sponsored and supported events and programs.
- Assisted with directing 45,000 members in applying for benefits.
- Aid in the development of external communications related to the launch of the new membership model for current alumni and those interested in joining organization.
- Engage in external alumni events by assisting with enrollment and onsite registration.
- Recipient of the "Employee of the Quarter" award and the Pride Industries "Cut Above" award.