

TAMI MARIE LAWLESS

ACADEMIC CREDENTIALS

Bachelor of Science in Communication Studies	Emerson College (3.78 GPA)	Boston, MA	Aug. 2013
Certificate for Professional Communication	Emerson College	Boston, MA	Dec. 2011
Associate of Arts Degree	Rogue Community College	Grants Pass, OR	June 2009

MARKETING COMMUNICATION AND TECHNOLOGY EXPERIENCE

Media Director, Cofounder <i>May, 2012 – Present</i>	Strangelet Journal <i>Boston, MA</i>	<ul style="list-style-type: none">· Plan and execute the marketing strategy· Created, and now maintain, the social media presence, including posting relevant pop-culture comics that resulted in a 780% increase in audience reach since its inception· Built original theme for website on WordPress platform
Help Desk Technician, Lab Assistant <i>May, 2012 – August, 2013</i>	Emerson College IT Helpdesk <i>Boston, MA</i>	<ul style="list-style-type: none">· Support clients with Information Technology, infrastructure, and directory assistance· Teach two Adobe Photoshop workshops per semester· Research technology troubleshooting guides
Certified Technician, Bookkeeper, Sales Associate <i>September, 2007 – January, 2013</i>	Staples Inc. <i>Grants Pass, OR Revere, MA</i>	<ul style="list-style-type: none">· Communicated with customers about any inquiries and maintained professional relationships to develop lifetime advocates for the company· Diagnosed and repaired Windows computers with training in A+ certification

LEADERSHIP & ACTIVITIES

Public Diplomacy Project <i>Summer, 2013 Barcelona, Spain</i>	:	Attended a Professional Working Conference, engaging in correspondence with local PR agencies on behalf of Emerson College and developing a presentation regarding communication between cultures.
Global Communication Project <i>Summer, 2013 Stellenbosch, South Africa</i>	:	Worked as the American Team Leader for a global team gathered to design and present a marketing strategy for Stellenbosch 360, a company created to improve tourism in Stellenbosch, South Africa.
Emerson College Forensics Team <i>Fall, 2012 – Spring, 2013 Boston, MA</i>	:	Participated as secretary and competitor for Speech and Debate, winning first, second, and third place trophies, as well as two Excellent Speaker awards.
Casa Myrna Vasquez Non-Profit <i>Spring, 2012 Boston, MA</i>	:	Assisted Communications Associate as part of a service learning project by performing a social media audit, presenting results, and producing a variety of resources for social media strategy, including research for best practices, a posting calendar, and general social media etiquette.

SKILLS

Computer Proficiency	:	Type 72+ GWAM with 99% accuracy. Expertise in diagnostics, personal and enterprise networking, and maintenance. Proficient with OSX and Windows operating systems, Adobe Acrobat and Photoshop, Microsoft Office, social media, and web design languages.
Languages	:	Speak English as a first language with intermediate fluency in French and a working knowledge of Spanish and American Sign Language.