

# MARKETING/BUSINESS ADMINISTRATION/HUMAN RESOURCE MAJOR

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## EDUCATION

**Winona State University**

**Winona, MN**

- Majors: Marketing, Business Administration, and Human Resource Management
- Bachelor of Science degree expected December 2009
- GPA: 3.71

## WORK EXPERIENCE

**Fastenal Company – Assistant Product Manager** - June 2008 to June 2009

**Winona, MN**

- Collaborated with a team of product managers and marketing associates to reach marketing goals
- Developed new products to position under a private label Blackstone brand
- Strengthened the Blackstone brand image by modifying product offering and marketing techniques
- Reviewed and selected products from over 25 active vendors to fill market segments
- Implemented effective communication by writing newsletter articles and conducting conference calls with foreign offices

**Fastenal Company – Mfg. Purchasing & Marketing** - April 2006 to June 2007

**Winona, MN**

- Developed a production reporting database used for team and employee evaluation
- Established OEM replacement parts initiative
- Procured product to manage three million pounds of steel inventory
- Drafted marketing materials for products and services
- Coordinated tradeshow displays and materials

**Menards Inc. – Cabinets and Appliance Manager** - January 2005 to July 2006

**Winona, MN**

- Designed kitchen layouts by learning customer needs and applying proper materials and products
- Recognized as the third most improved Cabinets & Appliance department company-wide in sales by building customer relations and unmatched guest service in 2004

## ORGANIZATIONS

**Delta Sigma Pi (Professional Business Fraternity) – Senior Vice President**

**WSU**

- Planned and executed the most aggressive recruiting campaign since the chapter's inception
- Demonstrated effective communication skills at weekly business meetings by conducting formal presentations for new prospects
- Volunteered in the community through the Red Cross, the Relay for Life, and the YMCA
- Practiced team-building skills to motivate a group of 45 members
- Built professional relations by networking with 206,000 members nationally

**American Marketing Association – Executive VP and VP of Community Service**

**WSU**

- Collaborated with the executive board to lead a business club with more than 60 members
- Organized events including Relay for Life, Habitat for Humanity, Key Kids, and Polar Plunge

Sample resumes available for download on Career Services Website: [www.winona.edu/career/resumes](http://www.winona.edu/career/resumes)  
Call 507-457-5878 and setup an appointment with a career advisor to have your resume critiqued  
Winona State University, Career Services, 314 Maxwell Hall, Winona, MN 55987