

Kimberly Vogel

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Education

Southern Illinois University Edwardsville (SIUE)
Bachelor of Arts in Mass Communications
Emphasis in Corporate and Institutional Media
Minor: Political Science

Edwardsville, Illinois
Expected: August 2011

Employment History

The Hauser Group
Public Relations Intern

- Writing news releases, pitch letters, and newsletter copy
- Producing and publishing content for social media sites
- Making media follow-up calls to secure numerous placements in the local, national, and trade media

St. Louis, MO
May 2011- Present

- Assisting with coordination of details for news conferences and other special events
- Assisting with research projects
- Developing and updating media lists
- Assisting with mailings for clients

SIUE University Housing
Cougar Village Commons Desk Manager

- Quality Service
- Safety and Security
- General Administrative duties

Edwardsville, IL
May 2009- Present

- Providing Information
- Assisting with Key Control

Relevant Coursework

- Media Management
- Writing for the Corporate and Institutional-Market
- Publication Layout and Design
- Designing and Writing for the Web
- Writing for the media
- Feature Writing
- Audio and Visual Production
- Public Affairs reporting

Skills

Social Media: Facebook, YouTube, Twitter, LinkedIn

Software: Adobe Photoshop, Dreamweaver, Flash Pro, InDesign, Word, and PowerPoint

Honors and Activities

Honored as Desk Manager of the Year for the 2010-2011 school year
President of Cougar Village Council (honored as Council Member of the Year for 2010-2011)
Member of SIUE Women's Club Volleyball
SIUE Cougar Pep Band

Study Abroad Participant (Salzburg, Austria)