

KATHRYN CHUNN

CONTACTS



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kathrynachunn@gmail.com

EDUCATION

MERCER UNIVERSITY
2019-2023

GPA: 3.7
Majoring in Technical
Communications
Minoring in Business

SKILLS

Adobe Creative Cloud
Articulate 360 Suite
ADDIE Model
Leadership
Multimedia Marketing
Event Planning
Public Relations
Management
Writing
Critical Thinking
Creativity
Organization
Design
Administrative
Communication

INVOLVEMENT

Mercer University Resident Assistant
Sister of Alpha Gamma Delta
Macon Bibb Animal Welfare Volunteer

E - PORTFOLIO

<https://kathrynachunn.wixsite.com/my-site>

WORK EXPERIENCE

PAID INTERN: PUBLIC RELATION/VIDEO PRODUCTION

Georgia Mining Association / August 2021-Present

- Writing video scripts that align with the marketing guidelines.
- Interviewing board members.
- Communicating with the CEO about our goals and video production.
- Developing and producing videos.
- Attending conferences as a representative of the Association.

FRONT OF HOUSE HOST: TOGO RETAIL

Texas Roadhouse / September 2020-August 2021

- Developing and maintaining a long lasting and loyal customer base by providing top level customer service and care.
- Packing and bagging food orders.
- Taking orders and fulfilling payments using the computer operated system.
- Organizing food orders in the ToGo's Corral.

PAID INTERN: DIRECTOR OF PUBLIC RELATIONS

Mercer University RHA / January 2020-May 2020

- Developing and maintaining the active Instagram account.
- Growing an active following, through networking and partnering with other organizations.
- Managing and creating all posts physical and virtual, including photography, descriptions, flyers, graphics, and hashtags.

HEAD COUNSELOR OF MAKER CREATIONS CAMP

Darlington School / June 2019

- Facilitated a team of counselors to execute daily camp activities.
- Managed and designed STEM activities to be completed by the campers.
- Communicated, encouraged, and supported the campers.
- Provided supervision and direction of activities and programs for more than 24 children daily.
- Prepared and served snacks and meals in the cafeteria and snack bars daily.