

CINDY CRAWFORD

WPO 9876 • Winthrop University • Rock Hill, SC 29733-0001 • 803/323-3333 • zzcrawfordc@winthrop.edu

OBJECTIVE

To use my financial and marketing skills in a entrepreneurial organization.

EMPLOYMENT

MARKETING INTERN JANUARY 1997–AUGUST 1997

Mega Insurance

Charlotte, NC

Developed marketing plans for clients; designed and delivered PowerPoint presentations; consulted with graphic designers; negotiated fees and schedules for media placement.

OFFICE MANAGER

MAY 1995–PRESENT

Crawford Hardware

Irmo, SC

Handled scheduling, payroll, staff training, and customer service duties in local hardware store. Assisted with accounts payable and receivable. Negotiated and handled contracts with tool and merchandise suppliers.

EDUCATION

B.S. IN BUSINESS, MARKETING CONCENTRATION

DEGREE EXPECTED MAY 1998

Winthrop University

Rock Hill, SC

Dean's List, 1996–present; Thomas S. Lewis Marketing Scholarship; 3.665 GPA in major. Coursework in advanced finance, marketing, and integrated marketing communications.

SKILLS

C Fluent in major office computing software including MS Word, WordPerfect, Excel, Access, Lotus 1-2-3, Netscape, and MS Mail.

C Competent in conversational Spanish.

ADDITIONAL INFORMATION

WINTHROP WOMEN'S GOLF TEAM

1995-1997

Captain, Spring 1997

YOUTH GROUP MENTOR

1993–1997

Irmo Reformed Presbyterian Church

Irmo, SC

REFERENCES

AVAILABLE ON REQUEST