

Lily Freeman

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EDUCATION

George Fox University (GFU), Newberg, OR

Expected May 2018

Bachelor of Arts in Marketing

Minor in Computer Science

- x G.P.A 3.4/4.0
- x Dean's List, Fall and Spring Semester 2014
- x Bend Poly Participant

WORK EXPERIENCE

Student Life Office, GFU, Newberg, OR

August 2015 - Present

Office Assistant

- x Compile back-up invoices for 20 monthly statements of University accounts through use of Excel.
- x Handle all intra-university deliveries, averaging 40 per week.
- x Prepare weekly mass mailings to off-site employees.
- x Design materials for semi-annual employee training meetings for over 50 participants.

Burton, Burlington, VT

Summer 2016

Marketing Intern

- x Selected as 1 out of 15 interns to assist in reengineering the product specifications in the snowboard accessory category, producing cost savings of over 10%.
- x Supported accessory sales team in developing a product database providing managers with immediate access to product progress, features, and pricing information.
- x Utilized social media to enhance online product visibility by 20%.

Yelp, San Francisco, CA

Summer 2015

Account Manager Intern

- x Identified, analyzed, and prioritized site features for assigned market.
- x Designed user interface for restaurant review portal, currently used by over 1 million yelp subscribers.
- x Communicated with Yelp's finance team to collect and resolve outstanding payment and subscription fees.
- x Represent Yelp to various community representatives.

LEADERSHIP EXPERIENCE

IDEA Center, GFU, Newberg, OR

August 2016 - Present

Peer Coach

- x Assist students with their career preparation through one-on-one consultations, averaging 10 meetings per week.
- x Engage with current students and recent alumni through networking events
- x Supported Job and Internship Fair preparation workshops

Young Life Club, Newberg, OR

August 2014 – August 2015

President

- x Elected to lead recruitment and education initiatives for 15 member community outreach organization.
- x Led fundraising efforts, resulting in \$7,500 being raised in one semester.
- x Increased campus and community outreach events by 75%.
- x Secured speakers to educate members in the areas of career development, local community issues, and team work.

ADDITIONAL

- x Knowledge of MS-Word, Excel, and Powerpoint
- x Member of Marketing Club, Young Life Club
- x Familiar with Tableau and Google AdWords