

# EILEEN ANDERSON

1129 E. Campbell St, | Edmond, OK  
eileen.joan.96@gmail.com | (973) 294-1612  
linkedin.com/in/andersoneileen/  
Twitter: @eileenjoann  
Instagram: @eileen\_ing

## personal statement

An eager creator that enjoys a challenge. Attacks all projects with an open mind and a determined energy. Every day there is more to learn, and while I am more than open to failure, I regularly try to exceed expectations. I continue to build my writing and graphic skills and hope to be a part of a great team that helps me grow.

## key strengths

- Great time-management skills and multi-taking abilities; highly effective in completing multiple projects thoroughly and in a timely manner.
- Flexible, high-caliber writing skill which can be applied to a variety of projects,

## education

### The University of Central Oklahoma | 2016 - 2020

Strategic Communications | College of Liberal Arts  
Overall GPA 3.6 | Major GPA 4.0  
AAF Team, Spring 2020

### American University | 2014 - 2016

Graphic Design | College of Arts and Sciences  
Marketing | Kogod School of Business

Please visit [www.andersoneileen.com](http://www.andersoneileen.com) for work samples and portfolio.

## leadership experience

### UCO Rowing | 2016 - 2020

Assisted in leading team to win NCAA National Championship in 2018 and 2019.  
Elected team captain by peers for 2017-18 and 2018-19 seasons.  
Named Pocock All America First Team in 2017, 2019 and 2020.

## recent employment history

### Starbucks

#### Shift Supervisor | 2020 - Present

Oversaw a variety of everyday functions of a cafe, including: fostering teamwork, improving customer satisfaction, maintaining cash and other assets, communicating with both baristas and managers, and consistently planning for the future.

#### Barista Trainer | 2019 - Present

Developed individual training plans and set goals for baristas' growth and coached learned skills as needed.

#### Barista | 2017 - Present

Awarded Partner of the Quarter – Q1 2018

### Riversport OKC

#### Head Coach & Front Desk | 2017 - 2018

Held a variety of positions, including reception, head coach of youth teams, and organizer for minor events at the boathouse.

## Design & Technical Skills

Indesign

Illustrator

Photoshop

Typography

Illustration

Fine Art (sculpture, painting, etc.)

HTML/CSS+

Microsoft Office

Photography

Research

## Soft Skills

Leadership

Interpersonal

Collaboration & Teamwork

Listening

Multitasking

Writing

Organizational

Critical Thinking

Positive attitude

## Personal Interests



Journaling



Doodling



Fitness



Outdoors



Baking