




EMILY MOSER

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EXPERIENCE

SOAPBOX AGENCY

Traffic Manager April 2014 - July 2014
-Oversaw all project deadlines to ensure all departments communicated effectively.
-Trained Project Managers and Account Executives to complete agency paperwork and understand processes.

Project Manager Jan. 2014 - April 2014
-Supervised four Account Executives, project progress, and client meetings.

Account Executive April 2013 - Aug. 2013
-Coordinated with clients to determine marketing needs and goals.
-Collaborated with agency departments to devise and execute strategic plans to meet client goals.



Retail Sales and Marketing Intern Sept. 2013 - Dec. 2013
-Oversaw social media sites by planning posts and contests.
-Generated over one million impressions to company's Facebook page.
-Uploaded items to Amazon.com and upgraded items via A+ Content.
-Monitored customer service line and recorded consumer conversations through Salesforce.com.

EDUCATION

BYU IDAHO

Bachelor of Science in Communication July 2014
-Emphases in advertising and marketing
-Cumulative GPA 3.73

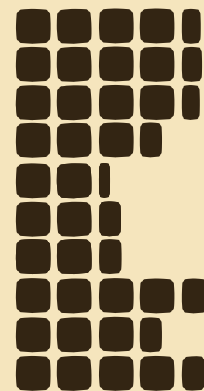
Event Management
-Organized and directed Blacklight Volleyball Activity.
-Managed 32 teams approximating 250 participants.

Media Sales
-Cold called local businesses to purchase ad space in campus newspaper; signed one account.

Internet Marketing
-Generated a Wordpress website for a local company.
-Implemented SEO and utilized Google Adwords to build content and generate consumer activity.

SKILLS

Effective Communication
Document Formatting
Organization
Customer Service
Adobe Photoshop
Adobe Illustrator
Adobe InDesign
Leadership
Salesforce
Basecamp



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