

# JOHN P. DOE

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## EDUCATION

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### ***Bachelor of Science, Sport Management***

May 20xx

Coastal Carolina University, Conway, SC

- *Minor, Business Administration*
- Recipient of Provost Scholarship from Coastal Carolina University
- GPA: 3.5

## SPORT MANAGEMENT EXPERIENCE

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### ***Marketing and Promotion Intern***

January 20xx—Present

Myrtle Beach Pelicans, Myrtle Beach, SC

- Write all pre- and post-game information releases and announcements
- Design, assemble, and mail weekly marketing flyers
- Facilitate communication with local schools and organizations via phone and emails
- Organize half-time performances, exhibitions, and activities with promotions team

## RELATED COURSE PROJECTS

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### ***Organization and Administration of Intramurals***

October 20xx-Present

Coastal Carolina University

- Designed a hypothetical budget for university club sports office
- Conducted a research project based on students' perceptions of intramural sports and presented at National Intramural-Recreational Sports Association conference

### ***Advanced Sport Marketing***

August 20xx-Present

Coastal Carolina University

- Created a series of ten advertisements for campus recreation services using brochure, Web site, program and poster formats

## COACHING AND LEADERSHIP

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### ***Captain, Quarterback***

August 20xx-Present

Coastal Carolina University Football Team, Conway, SC

- Organize team fundraisers for charity organizations such as Race for the Cure
- Serve as a mentor for six children in the Mini Chants Fan Club
- Collaborate with head coach to design team drills and practice techniques

### ***Volunteer Coach***

August 20xx-December 20xx

ABC Youth Football Stadium, Conway, SC

### ***Member***

August 20xx-May 20xx

LeaderShape, Conway, SC

## SKILLS

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- Experienced with Microsoft Office, SPSS, PASW, Adobe Dreamweaver
- CPR and First Aid certifications