

Alison E. Mancuso  
819 N. 16th Street, Room 216  
Milwaukee, Wisconsin, 53233  
Tel: (908) 461-1730  
[alison.mancuso@marquette.edu](mailto:alison.mancuso@marquette.edu)  
<http://alimancuso.weebly.com>

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### Experience

#### **Marquette University PRSSA (September 2011-Present)**

- Vice President Marketing & Public Relations
- Distribute marketing materials (membership forms, speaker announcement flyers etc.)
- Oversee the chapter's social media accounts
- Collaborate with the VP of Programming & Events to manage external relations

#### **Pfizer Inc. (May-August 2011)**

- Pfizer Global Supply (PGS) Communications Intern
- Wrote colleague profile articles for Global Logistics & Supply division
- Compiled and edited Pfizer's internal magazine, *The Network* (Quarterly magazine which publishes over 15,000 copies each quarter and reaches thousands of colleagues online)
- Updated online information storage systems
- Participated in confidential projects and discussions
- Miscellaneous administrative support (mailings, re-stocking, etc.)

#### **Marquette University PRSSA - GoldinPR (January 2011-Present)**

- Member of MU PRSSA since January 2011
- Account Executive
- Student managed firm assisting university organizations and student businesses in gaining recognition and brand establishment through publicity, promotional tools, event planning and social media outreach.
- Script press releases and news briefs; events generation
- Engagements: Marquette Journal, Triangle Fraternity (an academic fraternity) and Maria Rosa Coffee Co., various Marquette University clubs and organizations

#### **Marquette University Office of Undergraduate Admissions (March 2010- Present)**

- Campus Tour Guide
- Provide introduction to university facilities and student life to prospective students and their families.
- Provide campus tours adding the unique perspective of a student.
- Update Marquette University social media (Facebook).
- Follow-up communication with tour attendees.
- Miscellaneous administrative support (mailings, re-stocking, etc.).

### Education

#### **Marquette University, Milwaukee WI (Sept. 2009 – Present)**

- Public Relations Major
- Marketing Minor

### Technical Competencies

- Operating Systems: Windows 98/2000/XP/Vista/7; Mac OS X
- Advanced Microsoft Office: Word, PowerPoint, Outlook
- Weebly, Twitter, Facebook, Blogs

### Interests / Organizations

- Volunteering: Late Night Marquette, Shadow Program, Phoneathon
- Recreational & intramural sports (golf, tennis, fencing)