
Maggie H. Cooney

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EDUCATION

MARQUETTE UNIVERSITY, Milwaukee, WI
Bachelor of Arts Degree, May 2013
Major: Public Relations, Minor: Graphic Design

RELEVANT COURSES

Advertising Principles	Public Relations Principles
Introduction to Communication	Media In Society
Microeconomics	Contemporary Presentation

PROFESSIONAL EXPERIENCE

A LA MODE COLLECTIONS, Arlington Heights, IL
Fashion Coordinator Assistant, May 2011-Present

- Worked the sales floor, consulted with customers and assisted them in their shopping experience.
- Created all window displays for the stores main window.
- Worked collaboratively with store owner and manager to plan events
- Created store layaway program
- Merchandise buying

EXPRESS, Schaumburg, IL

Sales Associate, October 2010-May 2011

- Assisted customers navigating the store and helping them feel as comfortable with our products as possible to assure they entered and left the store with a satisfying and beneficial experience.
- Accomplished given tasks, like organizing and maintaing the visual components of the store, in a timely and professional manner.

FRANK COONEY COMPANY, Wood Dale, IL

Marketing Assistant, March 2010-August 2010

- Assisted marketing department in everyday operations. (i.e. literature tracking and re-ordering, maintaining fabric library, and maintaing and updating territory lists)
- Worked on graphics development for trade shows, aided in preparation of sales presentations, and maintained show room materials.

OUR LADY OF THE WAYSIDE, Arlington Heights, IL

Desk Receptionist, August 2007-August 2010

- Answered telephones to accommodate any needs of the parishioners.
- Completed projects for the youth ministry program such as mailings and poster projects.
- Responsible for registering new parishioners and setting up intentions for mass.

NON-PROFIT EXPERIENCE

GOLDINPR, Milwaukee, WI

Secretary, January 2011-Present

- Assisted firm directors with office tasks and client contacts.
- Responsible for firms blog, website, and social media accounts

MILWAUKEE BALLET, Milwaukee, WI

Marketing Department Intern/Service Learning, August 2010-December 2010

- Learned the basic tasks and responsibilities of a marketing department.
- Helped department by putting up posters, handing out brochures, and contributing ideas on how to reach target market through the internet.

ACTIVITIES/

Marquette University Ignatius/Magis Scholarship

AWARDS

Public Relations Student Society of America, Member Sept. 2010-Present

Our Lady of the Wayside, Coach/Volunteer Sept. 2006-Jan. 2010

Columbia College Chicago, Fashion Industry course