

# *Hannah A. Emerson*

461 Merlot Circle • Detroit, MI 48221 • Phone: 313-555-0118  
E-mail: hemerson@hotmail.com

## **Professional Profile**

- Dedicated rising professional with science background, as well as significant sales-related and customer-service experience.
- Enthusiastic self-starter, eager to meet challenges and quickly assimilate concepts.
- Results-driven achiever and effective team player with strong organizational skills.
- Unsurpassed interpersonal skills.
- Possess exposure to health-care and patient-care fields; committed to helping people through pharmaceuticals.
- Computer proficient in Microsoft Word, Excel, Access, and Publisher.

## **Education**

- *Bachelor of Science in Psychology*, Wayne State University, Detroit, MI, 2001; Minor: Biology; Major GPA: 3.33

## **Highlights of Professional Experience and Accomplishments**

### **Sales ~ Customer Service**

- Utilize and improve communication skills through customer interaction.
- Improve sales and selling techniques by up-selling.
- Deployed customer-service skills by teaching summer art program for Detroit youth.

### **Medical ~ Patient Care**

- Established and organized activities for a variety of multi-handicapped children.
- Analyzed handicapped children during psychiatric evaluations.
- Aided in physical therapy for numerous children confined to wheelchairs.
- Assisted patients and eased their hospital stay as nurse's assistant.

### **Communications ~ Public Relations ~ Teamwork**

- Curated and updated on-line exhibits for arts education foundation.
- Served as delegate to Public Relations Officer Team for social sorority.
- Communicated with new member hometown newspapers.
- Selected new members to work on committee.
- Corresponded with alumnae and others who contributed to chapter.
- Maintained and further developed sorority's positive public image by implementing special programs and activities.
- Participated in Wayne State University intramural sports.



### **Organizational ~ Quantitative**

- Manage large sums of money in excess of \$2,000 responsibly.
- Cataloged and improved artist work and information files for arts education foundation.
- Managed and maintained Holliwell Collection for arts education foundation.
- Organized and maintained filing system as nurse's assistant.

### **Employment History**

- Restaurant Sales Associate, Carrabba's Italian Grill, Detroit, MI, 2004 to present
- Vice-President Of Public Relations of the Alpha Delta Chapter of Sigma Gamma Rho, Wayne State University, Detroit, MI, 2007 to 2008
- Public Relations Coordinator, The Flint Foundation, Detroit, MI, 2006 to 2007
- Teacher's Assistant, The Shady Avenue School, Detroit, MI, 2007
- Nurse's Assistant, St. John's Hospital, Detroit MI, 2005 to 2006