

Cierra B. Colon
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WORK EXPERIENCE

NBC 5 Chicago Station Relations Internship *Chicago, IL*
6/2013 – 8/2013

- Helped coordinate festivals and other station community projects and events
- Conducted station tours
- Managed auction items and auction winners
- Wrote community calendar script for on-air broadcast
- Helped with review and selection of PSAs

Regal Entertainment Group Concession Stand/Usher *Columbia, MD*
5/2009 – 5/2013

- Ensured guest service was friendly, helpful and fast
- Greeted guests, assembled food orders, operated point-of-sale terminals and made accurate change
- Maintained cleanliness of entire concession stand including cooking equipment, counters, shelves, glass display cases, condiment areas, preparation areas and stock rooms
- Answered questions from guests and resolved any concerns

Columbia Association Camp Counselor *Columbia, MD*
6/2012 - 8/2012

- Participated as a respectful, encouraging, considerate counselor
- Developed innovative activities and arts and crafts
- Increased camper self-confidence, independence and caring for others
- Encouraged camper participation and cooperation
- Participated with the campers with swimming, paddling a canoe, archery and playing a variety of sports

WBAL TV Sports Internship *Baltimore, MD*
6/2011 – 8/2011

- Worked with staff while observing, learning and participating with the daily sports events
- Fact checked, proofread, formatted and edited the daily sports news as necessary
- Responsible for writing, editing and researching while using strong communication skills

AWARDS & HONORS

Towson University's Dean's List *Towson, MD*
5/12 – 5/13

- Earned a 3.8 GPA during Spring 2013 semester
- Earned a 3.7 GPA during Fall 2012 semester
- Earned a 3.5 GPA during Spring 2012 semester

National Broadcasting Society Vice-President

5/13 – Present

Towson University's Skydiving Club Vice-President

5/13 – Present

Society of Professional Journalists Member

2/13 - Present

SKILLS

- MS Word, Excel & PowerPoint
- Social Media & Social Networking
- Prezi
- Audacity
- iMovie & Final Cut Pro
- Photography

EDUCATION

Towson University

Towson, Maryland

Major: Mass Communication

Tracks: Journalism & Advertising

Minor: Communication Studies

Expected Graduation Date: May 2014