

AUDREY ELIZABETH JAKEWAY

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CAREER OBJECTIVES

My goal is to obtain a position within a well established organization with an environment that will allow me to maximize the use of my skills for the benefit of the company. As a hard-working, organized, and dependable leader I would like to secure a position that will lead to lasting relationship in the fashion industry.

EDUCATION

Columbia College Chicago

Office of Admissions
600 S. Michigan Avenue
Chicago, IL 60605
(312)-344-7131
Graduation: May 2010

COURSES

Business Education Skills & Technology (Accounting I-III)
Merchandising
Accounting/Finance
Business
Economics

BUSINESS SKILLS

Microsoft Excel	Microsoft Access	Proficient in MAC and PC
PowerPoint	Record Keeping	
Microsoft Word	Spanish I-III	

PROFESSIONAL EXPERIENCE

- **J. Mendel** (Internship)
September 2009- December 2009
 - Maintained inventory
 - Communicated efficiently with corporate headquarters and clients
 - Produced window displays and in-store visuals
 - Participated in Spring 2010 Trunk Show
 - Observed the process of choosing merchandise from the collection to place in the store
- **Yolk.**
September 2008- present
 - Responsible for optimum customer service and satisfaction.
- **Fashion Focus Chicago 2008**
October 1-8, 2008
 - "Dress Code" Fashion Show
 - Responsible for guest check-in.
 - "Allure of Couture" Fashion Show
 - Dressed two models in a fast-paced, 50-model presentation.