



Aaron Matthew Fleming

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Objective

To utilize my excellent communication, leadership and teamwork skills in obtaining a full-time entry-level Sales or marketing position.

Education

Bachelor of Arts, Marketing

Eli Broad College of Business, Michigan State University – East Lansing, MI

- Anticipated graduation: May, 2011
- Marketing Core Grade Point Average: 3.8
- Current Grade Point Average: 3.3

Work Experience

Marketing Internship

Michigan State University (Higher Education) - Jan. 2011 - Present

- Produced marketing instruments for Executive Education program
- Created professional brochures for Michigan State University's School of Human Resources
- Presented specialized program materials for prospective clients

Sales Associate

Sbarro Restaurant – Dec. 2006 - Jun. 2009

- Delivered excellent sales service
- Generated profits for 12 Oaks, Novi store
- Communicated sales and offers to prospective customers
- Collaborated with other sales associates

Loading Dock Clerk

Michigan State University, Dining Services - Sep. 2008 - Dec. 2008

- Maintained excellent attendance record
- Managed incoming shipments
- Performed stocking duties without supervision
- Eliminated work overload
- Assisted others in-between in-coming shipments

Qualifications

Exceptionally creative, envisionable, and ethical professional student who provides relevant, customizable and visual results for varying job demands. Exceedingly outgoing and work-oriented contributor who manages time well and incorporates ideas from team members and co-workers to provide exceptional, conventional, and unique ideas and products.

Technical Skills

Operating Systems:
Windows: 2000, XP, Vista, 7
Mac OS X: Leopard

Software Skills

Microsoft Access, Excel, Outlook, OneNote, Word;
Adobe Acrobat, In Design, Photoshop, Illustrator;
iWork Keynote, Pages, Numbers

Hobbies/Interests

- High-school level German classes with minor level classes in Spanish and Italian
- Enthusiastic and exceptional athlete and passionate MSU Spartans fan
- Advanced knowledge of Windows and Mac OS X operating systems
- Summer league soccer and volleyball player; intramural softball player