**Michelle Garrett**

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**EDUCATION**

Bachelor of Science, Weber State University, Communication: PR & Advertising, Major GPA 3.65, Overall GPA 3.57, April 2016

**Communication Experience**

* Informed and educated 500+ prospective students about higher education each year as a student recruiter for Weber State University. (June 2010-May 2016)
* Coordinated weekly mail/email publications for all prospective WSU students. (May 2015- May 2016)
* Presented weekly to Admissions Ambassadors, students and staff as EMAS lead.
* Guided both English and Spanish speaking groups around Weber State University on campus tours.

**Administrative Accomplishments**

* Represented and recruited on behalf of Weber State University as an Admissions Ambassador for 4 ½ years.
* Ambassador/staff tech support lead for university Customer Relations Management system, EMAS.
* Coordinated and delivered all monthly EMAS training for Admissions Ambassadors and staff.
* Advised/counseled hundreds of prospective students regarding their educational dreams.
* Managed Ambassador Committees on major University projects including: Commencement, New Student Orientations, tailgate parties, high school recruitment activities, and all on-campus tour experiences.
* Weber State University New Student Orientation Keynote Presenter. (Summer 2011)

**Leadership, Service, and Awards**

* Weber State University Admissions Ambassador President (2012-2013)
* 3.5 GPA Honor Roll, Weber State University (2010-2016)
* Full-time missionary for the Church of Jesus Christ of Latter-day Saints in Arizona (June 2013-Dec. 2014)

**WORK HISTORY**

Admissions Advisor/EMAS Intern, Weber State University (May 2015-May 2016)

 Weber State University Admissions Ambassador, Weber State University (May 2010-May 2016)

Admissions Office Student Worker (Summer 2011, 2012)

**Referrals**Available on Request