

erin e. champlin

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education

Bachelor of Science, New College, The University of Alabama

Graduation Date: May, 2009

Major Web Development and Digital Media

work experience

May 2009 to Administrative Assistant, TTL, Inc.

August 2009 Operated switchboard, organized files in a quick manner, miscellaneous administrative duties

August 2005 to
May 2009

Web Communications Intern, Sports Information at The University of Alabama, Athletic Media Relations Department, Rolltide.com
Facilitated viewer access to the most advanced sports information by managing and updating several of the University's Division I sports websites. Published, maintained and updated the website on a daily basis. Participated in the media related side of athletic events on a weekly basis.

May 2007 to
August 2007

Facilities Intern, Lagniappe Presbyterian Church, Bay St. Louis, MS
Assisted in the daily activities of running a relief shelter for victims effected by Hurricane Katrina.
Provided hospitality to new relief workers on a weekly basis.
Assisted in preparing meals for 300+ relief workers on a daily basis.

February 2005 to
August 2005

Office Assistant, Alabama Institute for Manufacturing Excellence
Performed market research for rising businesses by applying the proper commerce and investigative skills related to the specific organizations.

August 2004 to
February 2005

Shift Leader, The Crimson Café, Tuscaloosa, AL
Operated and balanced out registers, deposits, and safe on a daily basis. Responsible for training new employees on store policies and procedures. Analyzed computer registry for errors.
Improved daily procedures by making inventory more organized and accessible.

computer skills

Languages: HTML, CSS, JavaScript, C++
Operating Environments: Windows 95/98/2000/XP, Mac OS X
Business Tools: Adobe Photoshop, Illustrator, InDesign, Flash, Dreamweaver, Fireworks, Microsoft Office Suite, Visual Studio, Typing: 58 WPM

honors & activities

Student Intern Athletic Scholarship, August 2005 to May 2009
MIS Forum Scholarship Recipient, April 2006
Kappa Kappa Gamma Sorority
Petroleum & Convenience Marketers of Alabama Scholarship, 2004-2005 Academic Year