

Megan E. Bair

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Bachelor of Arts in International Affairs

April 2013

University of Cincinnati, Cincinnati, Ohio

- GPA: 3.62/4.0
- Worked 30 hours a week in addition to full course load: Spring 2011 – April 2013
- Deans List: Autumn 2009 – April 2013

Summary of Qualifications:

- Able to easily conceptualize, plan, and complete tasks and events
- Skilled at accomplishing projects with teamwork. Possesses a thorough understanding of delegation of tasks, division of labor, motivation of team and free exchange of ideas

Work Experience:

Kao USA Creative Marketing – **Design Development Coordinator** April 2013 – Present

- Manage reviews and approvals of standards, proofs and color targets for new and revised packaging for all Brands including Ban, Bioré, Curél, Jergens, Jergens Natural Glow, and John Frieda in order to maintain brand equity. Streamline processing standards of operation for package development. Manage vendor and contract manufacturer relationships for each brand.

United States Army Corps of Engineers – **Communications Specialist** Aug 2012 – April 2013

- Created press releases; structured and compiled reports; point of contact while Head public affairs officer was on deployment. Began researching and building a database of civilian stakeholders and related governmental, environmental, and economic organizations to create a consolidated listing and matrix for use in assisting the Public Relations Office and the International Joint Commission.

University of Cincinnati Office of Admissions – **Marketing Intern** Aug 2012 – April 2013

- Developed social media and marketing strategies for the University's Office of Admissions using graphic design, social media (including Tumblr, Klout) vlogging, and analytics. Supported higher administration plans as UC breaks into new fields of Social Media with a new marketing plan.

United Cerebral Palsy of Greater Cincinnati – **Marketing Intern** April 2012 – Aug 2012

- Assisted Directors with production of the Annual Report, Quarterly Newsletters, and other related documents. Assisted in the promotion and planning of annual fundraisers. Independently redesigned local chapter's print materials – flyers, brochures, and event programs.

Academic Excellence and Support Services – **Academic Coach** Jan 2012 – May 2012

- Met with UC undergraduate students needing additional support. Provided resources to help with time management, note taking, clarifying academic and career goals and dealing with anxiety.

Honors and Affiliations:

- President, Cultural Connections – University of Cincinnati 2012-2013
- Nominated and accepted into, Ohio Student Policy Institute - October 2011
 - Delegated to speak to the State Senate Finance Committee about policy recommendation
- Juror, Grade Grievance Council – Arts and Sciences Tribunal, 2011-Present
- Member, University Honors Program, 2009-Present
- Recipient, Cincinnati Scholarship – University Level, 2009-Present

Computer Skills:

- Adobe Photoshop, Adobe Illustrator, and Adobe In-Design
- General Background PASW (Predictive Analytics Software) previously known as SPSS
- Vocus PR – Premium Suite

Community Involvement:

- Volunteer with UC International January 2011 – April 2013
- Volunteer to El Salvador for Alternative Spring Break March 2012