

MARY KATE RUMBAUGH

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Education

GRADUATED MAY 2018 | MANSFIELD UNIVERSITY OF PENNSYLVANIA | MANSFIELD, PA

- Bachelor of Science in Mass Communication: Sports Information, Minor in Business Administration

Skills & Abilities

- Microsoft Office, Adobe Illustrator, Adobe Photoshop, Final Cut Pro, Adobe Premiere, Adobe Addition, Production Truck, customer service, multi-task oriented

Experience

SPORTS INFORMATION INTERN | MANSFIELD UNIVERSITY | AUGUST 2017-DECEMBER 2017

- Operated and produced the video streaming for live sporting events using the Production Truck application.
- Responsible for using Adobe Photoshop to crop athletes' bodies from their mounted background.
- Responsible for cutting and editing audio for Mansfield University Sprint Football in Adobe Audition.
- Assisted in creating the Field Hockey and Men's and Women's Basketball game day programs using Adobe InDesign.
- Wrote press releases for Mansfield University Athletics and published onto the GoMounties.com website.

ATHLETICS WORK STUDY ASSISTANT | MANSFIELD UNIVERSITY | AUGUST 2014-MAY 2018

- Responsible for working with the Sports Information Department on athletic game days.
- Responsible for 50/50 ticket sales, program sales, and concession stand sales.
- Interacted with faculty, students, and other staff.
- Responsible for tasks assigned by Athletic Director.
- Inventoried team gear and supplies.

HOSTESS | TAVOLA RESTAURANT + BAR | SPRINGFIELD, PA | MAY 2017-PRESENT

- Greeted and sat guests with proper menus that was respectable and to their satisfaction.
- Answered the phone regarding reservations, and questions about the restaurant.
- Ran and operated the restaurant floor using the Open Table application.
- Interacted with guests as they left the restaurant to ensure a positive dining experience.

Activities, Honors, Volunteering

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| • Mansfield University Women's Basketball Team Player/Captain | 2014-2018 |
| • Mansfield University Academic Honor Roll | 2018 |
| • Dean's List of Distinguished Undergrad Scholars | 2017-2018 |
| • PSAC Scholar Athlete | 2015 |
| • First Aid and CPR Certified | 2017 |