**SHASTA COLLINS**

Huntington, WV 25717

(304) 111-2222

scollins@marshall.edu

**EDUCATION**

Marshall University, Huntington, WV

B.A. in Public Relations; Minor in Marketing Graduation - May 2021

G.P.A. 3.94

**PROFESSIONAL EXPERIENCE**

Marshall University, Huntington, WV

The Parthenon (Daily Student Newspaper)

**Reporter** August 2020 - Present

* Conduct interviews and completed at least two stories per week
* Cover the campus safety beat including police, crime, safety and parking issues

Family Furniture Center, Huntington, WV

**Retail Sales/Bookkeeping** May 2019 - August 2020

* Assisted customers in selecting furniture
* Processed invoices and coordinated bookkeeping
* Maintained showroom appearance

Memory Catchers Photography, Barboursville, WV

**Photographer's Assistant** May 2018 - August 2018

* Assisted in photo shoots by positioning subjects and props and taking portraits
* Edited photographs, answered phone calls and assisted clients

**VOLUNTEER EXPERIENCE**

Marshall Maniacs, Marshall University

**Events Coordinator** August 2019 - Present

* Organized non-sporting event gatherings including monthly meetings, tailgates and member recruitment events
* Assisted with largest and fastest growing organization on campus with over 850 members

Marshall University

**Creative Team Leader** January 2018 - May 2019

* Empty Bowls (fundraiser for area food bank)
* Managed and assigned all creative elements for Public Relations Campaigns class and coordinated with the other team leaders
* Designed and created the logos, letterhead and materials used in the media kit
* Presented Outstanding Design and Outstanding Leadership awards for a Public Relations Campaign

**RELEVANT SKILLS**

* Mac/PC; Microsoft Office
* Adobe's Photoshop
* lnDesign
* Illustrator