**CANDY SIMS**

Post Office Box 1541 Florence, AL 35631

candy.otts@gmail.com (205) 412-5119

**EDUCATION Graduate Student**, Fall 2012, Spring 2013

 University of North Alabama, Florence, AL

 Major: English

 **Bachelor of Science**, *cum laude*, May 2012

 University of North Alabama, Florence, AL

 Major: English Minor: Film Studies

 GPA: UNA GPA: 3.71/4.0 Overall GPA (including transfer): 3.54/4.0

**Study Abroad** – London, England, University of North Alabama, Florence, AL, July 2011

 **Associate in Arts**, *cum laude*,December 2009

 Bevill State Community College, Hamilton, AL

 Major: Secondary Education

GPA: 3.49/4.0

**RELEVANT Sales Associate**, part time, July 2012 – Present

**EXPERIENCE** *Gap*, Huntsville, AL ((July 2013 to present), Florence, AL (July 2012 to July 2013)

* Sales and Marketing to customers
* Visual Merchandising

 **Volunteer Band Assistant**, July 2012 – Present

 *The Dirty Clergy,* *Brian Manasco*, Winfield, AL

* Gathering data, email addresses, information on shows, as well as festivals, for a

rock band

* Marketing via Facebook for the band: songs, upcoming shows, and new album

 **Assistant in Training**, July 2013

 *Buckle*, Huntsville, AL

* Assisted in setting up brand new retail clothing store
* Assisted with shipment

**Retail Sales Consultant**, May 2013

 *AT&T Mobility*, Huntsville, AL

* Training in Fort Lauderdale, Florida and Huntsville, AL

**Film Extra in a Scene**, August 7, 2012 *Space Warriors*, Huntsville, AL (released Summer 2013)

 **Advertising Sales Representative**, September 2004 – January 2010

 *Tombigbee Country Magazine*, Guin, AL and Aberdeen, MS

* Marketed the magazine to potential customers and/or businesses in Northwest Alabama, Columbus, and Fulton, MS
* Sold and designed advertisements
* Collected money, kept records of customers by using an Excel spreadsheet
* Communicated with owner and business manager, as well as worked independently

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**VOLUNTEER** *Haleyville National Guard Family Support Group*, 2006 – December 2011 **LEADER** *Winfield National Guard Family Support Group*, Vice President, 2003-04

* Counseled with families whose spouses were deployed to Afghanistan during 2009-10
* Assisted the president, such as making phone calls to spouses who were going through deployments of their spouses in Iraq during 2003-04
* Helped organize Christmas party for spouses and children of Iraq deployed soldiers 2003-04
* Helped organize fundraiser for Winfield Family Support Group (sold t-shirts and sweatshirts)
* Assisted families with utilizing resources including: military insurance, financial, and

Military kids one source information to pay for summer camps/church trips during Iraq

deployment

* Provided information to families about college tuition assistance through Military one source while spouses were deployed in Iraq

 **Rural Letter Carrier Associate**, February 2000 – October 2002

 *United States Postal Service*, *Winfield Post Office*, Winfield, AL

* Delivered mail to residences as a substitute mail carrier for a regular carrier
* Collected money for stamps and other various mail services
* Sorted and organized mail before leaving the post office for delivery, and afterwards

**HONORS AND** *Gap*:

**ACTIVITIES** Customer Service Award (Store #5052- Florence): 2012

 #1 in Gap Cards (Store #5052- Florence): November 2012, December 2012, January 2013,

 March 2013, April 2013, June 2013

 #1 in Gap Cards (Store #7055- Huntsville): August 2013

 Sales Associate of the Month (Store #7055- Huntsville): August 2013

 *University of North Alabama*:

 Sigma Tau Delta (English Honorary), 2011 – Present

 Phi Theta Kappa Alumni, 2011 - Present

 Dean’s List, 3 Semesters

  *Bevill State Community College*:

 Bevill State Scholars’ Award, 2009

 Phi Theta Kappa, 2009

 Circle K Club, 1986

 **SKILLS** Microsoft Word 2003, 2007, and 2010, Excel, PowerPoint, Access

 Sales (Retail and Business to Business), Advertising, Handling Customer Accounts, Marketing,

 Customer Service, Visual Merchandising (including building walls for merchandise, dressing

 mannequins), training new employees (Gap: Huntsville), shipment, writing skills (English

 major)

REFERENCES

for

**CANDY SIMS**

Post Office Box 1541 Florence, AL 35631

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Clinton Christy

Assistant Manager

Gap

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Florence, AL 35630

(256) 765-0372

(256) 762-8037

clintoncchristy@yahoo.com

Mrs. Barbara Young

Former Advertising Manager (Retired)

Tombigbee Country Magazine

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Amory, MS 38821

(662) 256-9339

tby@jdymail.com

Dr. Nick Mauriello

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English Department

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