

# Laura Alexis Schultz

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## Current Address

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Blacksburg, VA 24060  
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## Permanent Address

863 Forestville Meadows Drive  
Great Falls, VA 22066  
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## EDUCATION

### Virginia Tech (Virginia Polytechnic Institute & State University)

*Business Marketing Management*

*Minor: Psychology*

- Cumulative GPA: 3.81/4.00
- Major Rank: 10 out of 264 students

**Blacksburg, VA**

Graduation: December 2008

### Study Abroad

*Hospitality and Tourism Management*

- Explore and understand how the HTM industry operates across various cultures and environments

**Italy, Switzerland, Austria & France**

Summer 2008

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## WORK EXPERIENCE

### Virginia Tech Foundation, Inc.

*Legal Intern*

- 40 hours/week during summer and 12 hours/week during academic year aiding the VTF legal counsel
- Conduct real estate & legal research; file & serve papers in court; and perform administrative tasks
- Lead and teach 70 upperclassmen in six Business Law (Fin 3055) classes

**Blacksburg, VA**

Summer 2008-Present

### The Village at Blacksburg—American Campus Communities (ACC)

*Community and Leasing Assistant*

- 10-12 hours/week during academic year facilitating apartment leasing, marketing & maintenance
- Serve as a liaison between residents and ACC management; and ensure community safety
- Develop and oversee community events, and activities; such as, The Fall Festival 2007

**Blacksburg, VA**

July 2007-May 2008

### Seneca Hill Animal Hospital, Resort and Spa

*Resort Receptionist*

- 40 hours/week assisting management in running the resort and spa
- Communicate with Northern Virginian veterinarians, coordinate and book all resort reservations, manage invoices and registration process, and serve as a tour guide for new clients.

**Great Falls, VA**

May 2006-December 2007

### Career Services, Virginia Tech

*Marketing Intern*

- 10 hours/week during academic year connecting CS with the student population
- Manage campus-wide information booths; design flyers, table cards, online ads, listservs and dormitory bulletin boards
- Increase awareness for the Career Promotional Events, Career/Job Fairs and National Career Development Month

**Blacksburg, VA**

August 2006- May 2007

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## HONORS

**Recipient**, Dean's List (Fall 2005, Spring 2006, Fall 2006, Spring 2007, Fall 2007, Spring 2008)

**Recipient and Member**, Beta Gamma Sigma International Honor Society (Spring 2007-Present)

**Recipient and Member**, The National Society of Collegiate Scholars (Spring 2006-Present)

**Published Author**, "Chugging the Brand" in *The Commons Magazine* (Spring 2006)

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## EXTRACURRICULAR ACTIVITIES

### Campus Crusade and Bible Study

*Member*

- Attend two weekly meetings: general fellowship service and small group bible study

**Blacksburg, VA**

August 2005-Present

### Society for Human Resource Management

*Club Member*

- Attend occasional meetings to understand how to develop and execute organizational strategy

**Blacksburg, VA**

Spring 2007-Present

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## COMPUTER SKILLS

- Adobe PageMaker, Microsoft Publisher and Excel, PowerPoint and Word

Present