**Caitlin Sullivan** caitlin.sullivan@live.longwood.edu https://www.linkedin.com/in/caitlin-sullivan-comm/

**Education**

**Longwood University Farmville, VA**

*Bachelor of Arts in Communication Studies May 2021*

Concentration: Public Relations

Minor: Business Administration

GPA: 3.630

Dean’s List (3 semesters)

**Relative Coursework**

**Completed Courses Longwood University**

* Intercultural Communication, Spring 2019
* Greek Emerging Leaders Experience, Fall 2018
* Public Speaking, Fall 2017

**Volunteer Work**

**St. Terese Catholic Church Chesapeake, VA**

*Vacation Bible School Leader July 2018*

* Organized, planned, and took part in classroom activities to promote a spiritual environment
* Maintained positive and energetic attitude throughout duration of each afternoon

**Longwood University Farmville, VA**

*Junior Marshal August 2019-present*

* Helps to set up and clean up at various events ran by Longwood
* Provides assistance to guests and others when needed at events

**Work Experience**

**Cracker Barrel Old Country Store Chesapeake, VA**

*Retail Sales/Server December 2017-present*

* Provide guests with knowledge of retail items and ensure a positive shopping experience
* Operate cash stand throughout duration of shift with strong attention to detail
* Prepare for and oversee floor plan changes in a timely manner
* Developed restaurant imagine by providing fast and courteous service to guests

**Activities**

**Kappa Delta,** Alpha Chapter, Longwood University, January 2018-present

* Relay for Life Committee, Assistant VP Membership, Computer Chair