



OLIVIA SEKELSKY

2239 Knapp Street, Ames, Iowa | 920.362.3395 | olivia.sekelsky@gmail.com

Education

Iowa State University

Bachelor of Science, Apparel Merchandising and Design

Emphasis in Creative and Technical Design

Minors: Event Management, Communication Studies

GPA: 3.35

Ames, Iowa
Expected May 2020

Experience

Iowa State University New Student Programs

Cyclone Aide

- Welcome over 6,000 new students to campus
- Work one on one with both students and faculty
- Assist in planning large scale campus events
- Completed over 100 hours of leadership training

Ames, Iowa
January 2018-January 2019

Sigler Embroidery Department

Production Assistant

- Execute quality control on all products
- Finish embroidery process and check work for flaws
- Complete orders in a timely manner

Ames, Iowa
January 2018-May 2018

American Cruise Lines

Server Intern

- Consistently interacted with guests to provide excellent service
- Selected by management to act as Dining Assistant
- Expedited food during meal services

Boston, Massachusetts
May 2017- August 2017

Organizations

Kappa Alpha Theta

Chief Administrative Officer

- Maintain and update chapter bylaws
- Execute officer elections and transitions
- Update chapter roster, chapter calendar, and other administrative forms

Ames, Iowa
August 2016-Present

Member Development Committee

- Discuss confidential chapter issues on a weekly basis
- Act as a spokesperson for my membership class

Students Helping Our Peers

Member

- Volunteer weekly at student run food pantry
- Record deposit and withdrawals in donations
- Attend meetings to collaborate with other members

Ames, Iowa
January 2017-Present

Cyclone Carnival

Student Organization Recruitment Chair

- Recruited organizations for participation
- Corresponded with campus organizations to meet their day of event needs
- Set schedule for performance group

Ames, Iowa
December 2017-May 2018

- Plan and execute resident events
- Collaborates with others to market to potential residents
- Administer leases for new residents