

Mary Claire E. Oppel

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Objective: Seeking an employment opportunity to help further my knowledge in the business industry.

Education:

Grand Valley State University- Grand Rapids, MI
Bachelor of Business Administration, Anticipated Graduation 2011
Double Major: Marketing and Management

Experience:

Ticket Seller

Van Andel Arena

*Grand Rapids, MI
Sept 2010-present*

- Provide exceptional customer service to all patrons who visit box office
- Accurately and efficiently fill ticket orders through computerized Ticket Software Program
- Ensure transactions are completed properly through balancing drawer

Reading Club Coordinator/Ticket Sales Intern

West Michigan Whitecaps

*Grand Rapids, MI
Jan 2010- Aug 2010*

- Contacted and worked with over 250 area schools to help promote Reading Club
- Maintained a high level of organization for tracking and ticket fulfillment purposes
- Operated ticket plan and group sales database programs
- Reached 113% of sales goal

Baseball Operations Intern

Kalamazoo Kings

*Kalamazoo, MI
May 2008- Sept 2008*

- Directed and assisted participants before and during on-field promotions
- Prepared stadium before games by cleaning, setting up promotional items
- Worked in front office preparing bat boys, answering phones, and interacting with fans and other clients

Organizational Activities:

American Marketing Association, *Member*

Fall 2010-present

KaBOOM!, *Volunteer*

Summer 2010

Special Olympics, *Fundraising Volunteer*

Winter 2010

Relay for Life, *Volunteer*

Winter 2008

References

Available Upon Request