

LAURA NOWAK

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Education

Bachelor of Science in Business Administration, Marketing Major
Webber International University
GPA 3.7 / 4.0 Basis

December 2013
Babson Park, FL

Work Experience

Marketing & English Tutor
Webber International University & Avon Park HS

January 2013 – Present
Babson Park, FL

- Support Students with Assignments
- Plan & Organize lessons according to students ability
- Promote self-correction

Public Relations Intern

Talbot Runhof
➤ Organized and planned events including Photo Shoots and Fashion Week
➤ Edited and processed Press Clippings and Editorials
➤ Communicated with Editors, Journalists and VIP's
➤ Supported Team during Fashion Week in Paris
➤ Equipped Models and VIP's for Events and Shootings

May 2012 – November 2012
Munich, GER

PTR Tennis Instructor

TVH Ruesselsheim, Tennis Academy
➤ Provided Tennis lessons for students from the ages of 6 to 50
➤ Organized camps and workshops
➤ Promotion for various clubs

December 2008 – December 2012
Ruesselsheim, GER

Fair Hostess

GTM German Travel Mart
➤ Performed and assisted sight-seeing tours
➤ Offered service for suppliers, buyers and journalists

April 2010
Mainz, GER

Activities

Webber International University

- **Chairman of Fundraising & Com. Service**, Phi Beta Lambda
- **Tutor**, Tutoring Marketing and English
- **Tennis Player**, Varsity Tennis Team

Babson Park, FL

September 2013 – Present

January 2013 – December 2013

September 2010 – December 2013

Volunteer Work

- Ritz Theatre fundraisers
- Lake Wales Mardi Gras fundraisers
- American Cancer Society

2012 – Present

2012 – Present

2012 – Present

Awards

- **2nd Team All-Conference**
- **Academic All-Conference**
- **Daktronic NAIA Scholar-Athlete**
- **Who Is Who Among Students in American Universities and Colleges**

2011 – 2013

2012 – 2013

May 2013

March 2013

Skills

- Computer: Microsoft Office, Helix Database, Social Media
- Language: Native Language German, Fluent in English, Basic knowledge of French