
SARAH THOMPSON

4951 Highridge Circle, Schnecksville, PA 18078 • (484) 695-7806 • thompsons@susqu.edu

EDUCATION

Bachelor of Science: Business Administration, Emphasis: Entrepreneurship

Expected May 2010

Minor: Speech Communications

Selinsgrove, PA

Susquehanna University, **GPA: 3.9/4.0**

SMALL BUSINESS EXPERIENCE

General Manager

August 2008-December 2008

Charlie's Coffeehouse, Susquehanna University

Selinsgrove, PA

- Oversaw marketing, programming, operational, and financial aspects of business
- Directed team of 5 managers, 9 supervisors, and 11 general employees
- Fostered productive working relationships through communication with internal and external business associates

Assistant Manager

December 2007-August 2008

Charlie's Coffeehouse, Susquehanna University

Selinsgrove, PA

- Managed inventory of coffeehouse on daily basis
- Facilitated daily operations in both short and long term (on-call 24 hours)

On-Duty Supervisor

March 2007-December 2007

Charlie's Coffeehouse, Susquehanna University

Selinsgrove, PA

- Oversaw business sales and 1-2 employees, approximately 20 total, during each shift

Barista

August 2006-March 2007

Charlie's Coffeehouse, Susquehanna University

Selinsgrove, PA

- Provided personalized customer service to coffeehouse guests

LEADERSHIP EXPERIENCE

Survivorship Chairperson

October 2006-May 2007

American Cancer Society's Relay For Life, Susquehanna University

Selinsgrove, PA

- Publicized event through multimedia to attract over 200 participants and raise approximately \$30,000
- Coordinated and collaborated with 14 *Relay For Life* chairpersons
- Identified and contacted area cancer survivors to assess event preferences
- Supported the entertainment, food service, public relations, and recruitment committees

Team Captain

October 2006-May 2007

American Cancer Society's Relay For Life, Susquehanna University

Selinsgrove, PA

- Organized team of 11 students to participate in event
- Implemented group and individual fundraising efforts to raise over \$1500
- Led more than 10 brainstorming and planning meetings

PROFESSIONAL AFFILIATIONS

Vice President of Activities, Beta Gamma Sigma Business Honor Society

August 2009-Present

Susquehanna University Chapter, PA

Treasurer, Public Relations Student Society of America, PRSSA

January 2008-May 2009

Susquehanna University Chapter, PA

Member, Students In Free Enterprise, SIFE

September 2006-December 2007

Susquehanna University Chapter, PA

HONORS

Dean's List, all semesters

Degenstein Scholarship (Merit)

University Scholar, all semesters

Alpha Lambda Delta Freshman Honor Society

Honors Program, all semesters

Beta Gamma Sigma Business Honor Society