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|  |  | EDUCATION |
|  | **Wayne State University, Detroit MI**  Master of Education- Learning, Design, Technology  May 2019 \*Current GPA: 3.86  *Coursework: Course Design, Layout & Design, Digital Writing*  **Wayne State University, Detroit MI**  B.A. Public Relations, Minor in New Media  May 2017  *Coursework: Blog Writing, News Editing, Social Media Writing*  **Wayne County Community College District- Downtown**  Major: Business Administration  May 2016  *Coursework: Typing, Speech, Microsoft Office Suite* |
| Sharaya Solomon  Master of Education  **Email:** [Sharaya.solomon@yahoo.com](mailto:Sharaya.solomon@yahoo.com) **Phone**: 248-579-3532 Profile **About Me**: Detail oriented, People person, Reliable, Goal-getter    **Skills**: Video Editing, Adobe Captivate, Articulate, LMS Systems Blackboard & Canvas, Zoom, Hootsuite, Microsoft Office Suite  **Interest:** Writing, Networking, Fitness, Social Media  **Volunteer Events:** ’17 WSU MLK Bike Ride, Ralph Bunche Summer Institute, FASFA Fridays  WEBSITE:  <https://solomonmedia.weebly.com/>  LinkedIn: <https://www.linkedin.com/in/solomonpr/> |  | WORK EXPERIENCE |
|  | **Ren Cen Fitness -** Front Desk Receptionist  June 2015–current  Downtown Detroit  *Duties:* Greeted members, prospective members and guests, providing exceptional customer service, handling all front desk related activities, guest memberships, clean and sanitize restrooms, fitness equipment and gym floor  **Wayne State University Humanities Center**  Data Entry & Social Media  August 2016–current  *Duties:* Created spreadsheets, verified data & Updating existing social media platforms (Facebook, Twitter & Instagram)  **Wayne State HR Region B**  Student Assistant  January –May 2016  Duties: Worked closely with the HR Manager to provide support as needed on highly confidential human resource matters and special projects. Maintain all electronic personnel/benefits files.  Work with new hires to collect necessary paperwork.  ***Internships:***  ***Wayne State Department of Marketing and Communications***  Fall 2017***-*** Social Media Writer  ***WDET Public Radio 101.9 FM***  *Summer 2017-* Digital Writer  Detroit, 48201  Grow Detroit’s Young Talent (GDYT) Intern  **Vandyke & Horn Public Relations**  January–May 2016  Fisher Building Detroit, 48202  Researching, evaluating data on a continuing basis, designing programs of action and communication to achieve the client’s necessary steps to the success of an organization’s aim  •References- Available upon request. |