**Nicole Elizabeth Crouch**

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**School Address**   **Home Address**

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#### OBJECTIVE

Pro-active and eager to secure an Internship with a well-established organization that will lead to a mutually rewarding work relationship. A hard worker and open-minded professional determined to succeed and excel in the work environment

## EDUCATION

## Virginia Polytechnic Institute and State University, Blacksburg, VA

Pamplin College of Business / B.S. Finance / Minor in Leadership and Social Change

Expected Graduation: May, 2015 / Current GPA: **3.57/4.0**

**EXPERIENCE**

**Capital One Internship: Project Management June 2015 –August 2015**

* Worked closely to launch products, new strategies, and new functionality to associates and customers
* Exposed and trained in various delivery methods, such as Agile and traditional Project Management

**New Hanover Regional Medical Center: Lean Management May 2013 – August 2013**

* Worked closely with the Lean Team and various affected departments in the associated development and reporting of measurement and quality data
* Focused on leading continuous improvement activities that will drive Lean methodology and Lean quality tools throughout the organization

**Thrive: Housing and Residence Life January 2013 – Present**

* Conduct activities designed to help first-year students learn more about themselves and the university environment
* Provide planning assistance and coordination of major events including acceptance into the community, orientation, and other leadership projects

**Virginia Tech Office of New Student and Family Programs: Orientation Leader November 2012 – August 2013**

* Selected to assist with the “Getting on Track” orientation program
* Assist new Hokies in their transition from high school to Virginia Tech by leading small group sessions during New Student Orientation

#### LEADERSHIP

**2015 Class Officer: Female Member-At-Large January 2012 - Present**

* Campaigned and was elected to serve as the Female Member-at-Large for the Class of 2015
* Responsible for representing the female constituents within the class
* Manage various tasks assigned on behalf of the class such as selecting the class motto, class colors, and 2015 Leadership Team

**2015 Leadership Team: Ring Design Committee Member August 2012 – Present**

* Work in conjunction with seven individuals to uphold Virginia Tech tradition by creating and designing a class logo and ring collection unique to the Class of 2015
* Oversee one of the largest class ring accounts in the nation
* Responsible for assisting the planning of the kickoff concert, class dance, and other class events

**Alpha Phi Fraternity Executive Council: Vice President of Risk Management November 2013 – Present**

* Fulfill the duties of Chapter President if the office is vacant or she is absent
* Serve on the Judiciary Board and summons and sends outcomes
* Directs the chapter’s risk management program to ensure all chapter events are safe along with overseeing the development of the chapter’s Emergency Procedure Plan

#### UNIVERSITY EXPERIENCE

* Residential Leadership Community 2011- 2012
* Virginia Tech Panhellenic Council: Recruitment Guide 2013-Present
* Student Alumni Associates 2012-Present
* Served as a Thrive Peer Leader 2012-2013
* Virginia Tech Relay For Life Committees

Events Committee Member 2011-2012; Greek Recruitment Committee Member 2012-2013

Team Relations Committee Member 2013-Present

* Hokie Camp Counselor 2012-2013

**SKILLS**

* Proficient in Microsoft Office, Word, Excel, PowerPoint
* Leadership, interpersonal, analytical, communication and adaptability skills

#### HONORS & AWARDS

* Deans List Recipient: Maintained above a 3.4 GPA (Fall 2011, Spring 2012, Fall 2012, Spring 2013, Fall 2013)
* Virginia Tech Homecoming Court 2014