

Danielle Davis

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Education

Tiffin University
MBA International Business

Miami, OH
August 2012

The Ohio State University
B.A. Strategic Communications

Columbus, OH
June 2006

Charles F. Brush High School
High School Diploma

Lyndhurst, OH
June 2002

Work Experience

TuffLuv Productions
Public Relations and Management Firm

Cleveland, OH
June 2005- Present

- COO/Cofounder
- Event Planning
- Image Consulting
- Marketing
- Community Outreach/501c3 Foundations
- Management
- Public Relations

Affinion
Customer service specialist

Columbus, OH
Jan 2006 – Jan 2007

- Total Customer Service.
- Assisting customers with billing errors.
- Selling services that may benefit customer.

The Aldo Group
Sales Associate

Columbus, OH
August 2005 - July 2006

- Total Customer Service.
- Made schedules.
- Made sure that every employee met their goals.
- Opened and closed store.
- Visual Displays

US Bank
Customer Service/ Teller

Columbus, OH
Feb 2005-August 2005

- Assisted customers in their transactions that involved cashing checks and receiving deposits.
- Managed \$1000 on a daily basis balancing drawer at the end of the day.
- Performed multiple tasks such as retailing, filing signature cards, mailing, and other office duties in a very efficient manner.