

# Anna Bailey

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## Education:

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**2010-2011      MBA University of Chicago (Booth)**

**2007-2010      University of California**

Modules: Research in Marketing, Marketing Strategy, E-Business, Business Strategy, Issues in Human Resource Management, Law for Managers, Management Information Systems, Management Accounting, Project Management, Entrepreneurship Theory and Practice, Marketing Principles, Human Resource Management, Business Finance, Spanish, Management Skills, Business Environment, Service Operations Management, Business Research Methods, Business Economics, Financial Accounting.

**2005-2007      James Woods Regional High School**

## Work Experience:

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**February 23 to date**

**THE BOOK COMPANY**

**Sales and Logistics Officer - Internship**

- Constructs daily reports for all actions of the company.
- Coordinates communication between customers and the various departments of the company (designers, finance department, factory, sales) and organizes the exporting of goods.

**June-Aug. 2009**

**IDEAL GROUP - Internship**

*Interned in two Company branches:*

IVACOM:

- Conducted research about prospective customers.
- Contacted prospective customers via e-mail or phone to inform them about the company's products.

TOSCOM

- Collected and organized the results of an ongoing marketing research about customer satisfaction in the customer service department.
- Worked in the customer service department, supporting customers' requests and queries about the company's products.
- Reconstructed and translated the company's website. This required me to be creative as well as think of ways that would make the website more appealing to customers.