



# Yasmin Grimes

## Online Marketing Support Associate

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### STRENGTHS

- ♥ **Client Reporting**  
Reports combined search observations and social findings into clear updates. Faculty valued concise explanations and dependable follow through.
- 👥 **Relationship Building**  
Simulated client work made room for questions and clear next steps. Calm responses helped reviewers see stronger account confidence.
- 🔧 **Issue Resolution**  
Each concern followed intake, research, documentation, and response steps. That structure kept answers useful without losing a human tone.
- 🔍 **Independent Research**  
Weekly assignments required source review and deadline control. Consistent notes made team discussions easier and final work more accurate.
- 💬 **Clear Communication**  
Presentations translated SEO and social findings for varied audiences. Peers often relied on plain language when reviewing project details.

### SKILLS

Online marketing Google search  
SEO Social media  
Client reporting Customer service  
Relationship building  
Client communication  
Expectation management  
Issue resolution Trend research  
Written communication

### SUMMARY

Early career marketing candidate with hands on academic experience supporting client style reporting, **Google search** analysis, SEO research, social media review, trend monitoring, and **issue resolution**. Capstone work involved organizing eight simulated small business accounts, preparing clear reports, tracking requests, and communicating practical next steps. University research strengthened ability to evaluate search visibility, query intent, content themes, audience interactions, and emerging **online marketing** topics. Written status updates and presentations built confidence explaining findings in accessible language for clients, peers, and faculty. Independent weekly assignments required organized records, dependable follow through, and careful review against deadlines. Coursework and certificates provide a strong foundation in digital marketing and ecommerce. Ready to contribute thoughtful client support, accurate reporting, professional communication, and steady **relationship building** within a collaborative marketing team.

### EDUCATION

#### Bachelor's Degree in Marketing

University of Wisconsin–Milwaukee 🎓 GPA: 0 📅 2027 📍 Milwaukee, WI

**Coursework:** *Digital marketing, consumer behavior, marketing research, social media strategy*

### TECHNICAL SKILLS

- **Search Marketing:** Google Search, SEO, Search visibility
- **Social Media:** Social media review, Content themes, Audience interactions
- **Client Reporting:** Client reports, Status updates, Findings summaries
- **Marketing Research:** Trend research, Competitor research, Query intent
- **Communication:** Written communication, Verbal communication, Presentations
- **Customer Service:** Issue intake, Issue resolution, Client support
- **Project Organization:** Tracking workbooks, Source notes, Quality checks
- **Digital Marketing:** Online marketing, Digital trends, Marketing recommendations
- **Business Analysis:** Search observations, Content analysis, Visibility review
- **Office Productivity:** Spreadsheets, Document preparation, Information tracking

### EXPERIENCE

#### Online Marketing Client Support Project Associate

Capstone Project 📅 January 2026 - Present 📍 Milwaukee, WI

Support eight simulated small business accounts through organized reporting, search research, **social media** review, issue intake, written updates, and presentations. Work independently within defined workflows while incorporating faculty feedback and maintaining dependable records for each client scenario.

Verbal communication

Organization Independent work

## LANGUAGES

English Native

Spanish Intermediate

## MY CAREER



● Online Marketing Client Support Project Associate at Capstone Project (8 Months)

● SEO and Social Media Research Project Contributor at University Project (3 Months)

- Organized eight simulated accounts in a tracking workbook, giving faculty clear visibility into requests and follow up.
- Prepared recurring **client reports** using Google search observations, **SEO** checks, social findings, and concise trend explanations.
- Researched competitor visibility and search patterns, then converted documented evidence into practical faculty reviewed recommendations.
- Resolved simulated client issues through intake, **research**, documentation, and clear response steps for each concern.
- Wrote status updates that clarified deliverables and next steps, helping project reviewers assess **client communication** quality.
- Presented account findings to a review panel, connecting research methods with organized **follow through** and client confidence.

### SEO and Social Media Research Project Contributor

University Project 📅 September 2025 - December 2025 📍 Milwaukee, WI

Completed supervised marketing research across **Google search** results, sample social media accounts, industry sources, and client style summaries. Managed weekly deliverables, source notes, quality checks, and team presentations that connected research with practical **online marketing** support.

- Evaluated **Google** results for local business scenarios, recording visibility, query intent, content themes, and SEO observations.
- Reviewed sample brand activity, categorizing audience interactions, posting patterns, content types, and recurring social topics.
- Built client style summaries from research findings, translating SEO details into accessible language for non specialist readers.
- Tracked industry sources weekly, separating relevant **online trends** from topics lacking value for each project scenario.
- Completed independent research tasks by deadline, maintaining source notes and quality checks for accurate final documentation.
- Delivered a team presentation linking search **research**, social observations, customer communication, and organized **reporting** practices.

## PROJECTS

### Local Search Visibility Study 📅 2025

Evaluated Google search results for local business scenarios, then connected query intent, content themes, and visibility findings with practical marketing recommendations. Shared clear notes with classmates and faculty during project review.

### Digital Trend Relevance Review 📅 2026

Compared current online marketing topics across assigned industry sources and sample brands. Focused on useful client applications, organized evidence, and clear communication rather than applying every trend indiscriminately.

## LEADERSHIP & AWARDS

- Dean's List, University of Wisconsin–Milwaukee, 2025 to 2026
- Undergraduate Marketing Research Showcase Recognition, 2026
- Peer Reviewer, Student Marketing Project Group, 2026 to Present

## CERTIFICATIONS

- Google Digital Marketing & E-commerce Certificate, Coursera 📅 2026
- SEO Fundamentals, University Continuing Education 📅 2025

## PROFESSIONAL AFFILIATIONS

- Student Marketing Project Group, Peer Reviewer, 2026 to Present
- Student Engagement Council, Campus Service Volunteer, 2025 to Present

## ADDITIONAL INFORMATION

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**Work Status** : Authorized to work in United States. No sponsorship required.

## REFERENCES

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AVAILABLE ON REQUEST