

# Ashlee Bonnee

## BUSINESS PROFESSIONAL

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🏠 3228 S. Riverside Dr.  
Sault Ste. Marie, MI

## PROFILE

A business professional, experienced in marketing, public relations, communications, and customer service; additional background in web development and graphic design. A creative thinker who is goal-oriented and possesses the ability to work under pressure. Online Portfolio - <https://ashleebonnee.com/portfolio/>

## SKILLS

### // PROFESSIONAL

Web Design  
Problem Solving  
Customer Service  
Creativity  
Communication  
Flexibility  
Positivity  
Emotional Intelligence

### // TECHNICAL

Microsoft Office  
Adobe Creative Suite  
Wordpress  
Facebook Ad Manager  
Google Ads & Analytics  
Email Marketing Services

## AWARDS

R.W. Considine Scholarship  
Recipient for Rudyard  
Graduates  
2013-2017  
Dean's List  
Lake Superior State University  
2013-2017  
Sigma Beta Delta -  
International Business Honor  
Society Inductee  
2015

## INTERESTS

Photography  
Traveling  
Nature  
Exercising  
Live Music  
MHSAA Volleyball Referee

## PROFESSIONAL EXPERIENCE

**MEMBER SERVICES REPRESENTATIVE** *Cloverland Electric Cooperative | Dafter, MI | 01/2022 - Present*

- Direct members with questions to the right internal department
- Provide information on cooperative programs and services ranging from energy optimization and payment assistance to reporting power outages
- Assist in assigning service tickets and answering questions submitted from the cooperative's website contact form
- Process all payments from walk up traffic, to all cooperative mail and payments from local pay stations around the Eastern Upper Peninsula

**WEBSITE ADMINISTRATOR** *Kewadin Casino | Sault Ste. Marie, MI | 10/2018 - 01/2022*

- Designing, building, maintaining, updating company website - [www.kewadin.com](http://www.kewadin.com)
- Keeping the website up to date, live, and secure at all times
- Analyzing website data and creating reports using Google Analytics
- Creating, scheduling, and monitoring content for company social media accounts
- Assisting in Graphic Design operations
- Photographing promotions and events at Kewadin Casinos

**MARKETING DIRECTOR** *Central Savings Bank | Sault Ste. Marie, MI | 02/2017 - 10/2018*

- Creating and implementing marketing campaigns and advertisements
- Managing the marketing budget, paying bills and handling donations
- Researching current and past industry trends
- Hosting and managing community events
- Writing press releases, holding committee meetings, maintaining the website, etc.

**MARKETING ASSISTANT** *Soo Co-op Credit Union | Sault Ste. Marie, MI | 01/2015 - 02/2017*

- Creating various advertising media
- Maintaining and updating the website and intranet - [www.soocoop.com](http://www.soocoop.com)
- Managing and creating content for social media accounts
- Sending member emails and other communications
- Promoting financial literacy throughout local schools
- Handling all credit union donations and paying bills

**TELLER** *Soo Co-op Credit Union | Sault Ste. Marie, MI | 08/2013 - 01/2015*

- Handling member's money and accounts
- Implementing and adhering to the Credit Union's procedures and policies
- Answering phones, providing member service and working as a team with fellow coworkers

## EDUCATION

**Bachelor's of Science in Business Administration - Marketing Minor: Web Development**  
Lake Superior State University | Sault Ste. Marie, Michigan  
Cumulative GPA: 3.681 | 2013 - 2017

### High School Diploma

Rudyard High School | Rudyard, Michigan  
Cumulative GPA: 3.92 | 2009-2013