

TUCKER BLAIR

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Norman, OK 73069

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EDUCATION

University of Oklahoma, Norman, OK
Bachelor of Business Administration
Major: **Human Resource Management and Finance** (*Double Major*)
Graduation Date: December 20XX GPA: 3.86

RELEVANT EXPERIENCE

Intel Corporation, Hillsboro, Oregon 5/XX- 8/XX
HR Staffing Intern

- Directed hiring managers and candidates through application and hiring process by phone and email correspondence daily
- Effectively extended and negotiated 15+ employment offers to job candidates in the U.S. and abroad
- Utilized HR software and databases to obtain pertinent information for employment offers
- Applied analytical skills to determine appropriate market competitive employment offers
- Completed Intel HR policy and confidentiality training sessions
- Maintained highest standard of confidentiality when exposed to personal candidate information

Donald W. Reynolds Business Plan Competition, University of Oklahoma Spring 20XX

- Finalist - Pro-Line Pumping Solutions, Norman, OK Participated in a statewide undergraduate & graduate business plan competition designed to encourage students to act upon their ideas and talents in order to produce tomorrow's businesses

Integrated Business Core Program, University of Oklahoma Spring 20XX
Finance Committee Member, Norman, OK

- Formed a student run company, along with 18 students, to sell and market OU merchandise
- Developed and maintained an internal auditing system for company
- Generated over \$16,000 in total company sales and donated over \$4,000 and over 650 hours of community service

ACTIVITIES AND COMMUNITY SERVICE

- Henderson Scholar (Highly selective leadership and community service program)
- Volunteer Tutor, Longfellow Middle School in Norman, OK
- Student Society for Human Resources Management
- Keep A Child Alive - University of Oklahoma Chapter (global AIDS awareness and fund-raising)

HONORS

- Beta Gamma Sigma International Business Honor Society
- Monster Diversity Leadership Program Participant
- Conoco Phillips Scholarship and Rath Foundation Scholarship Recipient
- OU Big Event - University sponsored day of community service
- Latin Dance Club