

Ashley A. Borman

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OBJECTIVE:

To obtain a full time position in an academic or public library.

EDUCATION:

University of Wisconsin- Green Bay, Green Bay, Wisconsin
Bachelor of Science Degree, May 2007
Double Major in History and Human Development, Minor in French
GPA 3.4/4.0

High Honors-4 Semesters
Psi Chi Honor Society
Who's Who Among Students

Relevant Coursework: History Seminar-Emphasis in Archival Work; Internship-Cofrin Library Collections Management

RELEVANT EXPERIENCE:

Cofrin Library Intern, Fall 2009

Cofrin Library, University of Wisconsin-Green Bay, Green Bay, Wisconsin

- Entered Table of Contents information for music scores into the library catalog and OCLC
- Shadowed at the Reference Desk
- Changed death dates of subjects and authors in the library catalog

Student Assistant, September 2005-December 2009

Office of Admissions, University of Wisconsin-Green Bay, Green Bay, Wisconsin

- Loaded student contact information into the university database
- Mailed information to prospective students
- Prepared folders and packets of information for student tours and meetings

ACTIVITIES:

Vice President, Spring 2008-Fall 2009

Ancient and Medieval History Club – UW-Green Bay

- Planned and organized club events

Secretary, Fall 2007-Fall 2009

Vets 4 Vets – UW-Green Bay

- Recorded meeting minutes and maintained club records

Historian, Spring 2008-Fall 2009

Sheepshead Review – UW-Green Bay

- Organized and executed an archival scanning project of past issues with several students

ADDITIONAL EXPERIENCE:

Child Care Provider, Summer 2009

Marcus and Misty Kleist, Medford, Wisconsin

Child Care Provider, Summer 2007 & Summer 2008

SandBox Day Care and Preschool, Medford, Wisconsin

REFERENCES:

Available upon request