

ALLISON CRAMPTON

allison.crampton@ou.edu

[LinkedIn](#)

Skills Summary

- Organized
- Detail-oriented
- Ability to clearly articulate and write concisely
- Proficient in Microsoft Word, PowerPoint, and Excel
 - Able to type ~1000 words per hour
- Able to operate Adobe Creative Suite
 - Photoshop, Lightroom, Illustrator, Rush, and Premiere Pro
- Graphic design
- Social media management
- Five years of Spanish experience
 - Able to read, write, speak, and understand basic Spanish

Education

High School Diploma / May 24, 2018

I graduated from Crossings Christian School in Oklahoma City. I was ranked second in my class and had a 4.48 weighted GPA.

Undergraduate / August 20, 2018 - Present

I am currently studying Professional Writing at the undergraduate level with a minor in General Business at the University of Oklahoma. I am set to graduate in May 2021.

Experience

Haystack Coffee

Barista / September 2019—Present

Working as a barista I've learned how to work in a fast-paced environment and multitask. Additionally, I've met many different people and learned about quality customer-service.

Team Leader / September 2020—Present

I am the lead contact for four people on the Haystack Team. I coordinate with the head manager.

Social Media Manager / May 2020—Present

I help manage the Haystack social media accounts. This includes Instagram, Facebook, Twitter, and blog.

Redeemer Stories Admin

May 2020—Present

I currently work for Redeemer Church in Norman. I help to facilitate the sharing of stories and testimonies. I film and edit video stories and post them to the [Redeemer website](#), YouTube, and social media pages.

OU BCM Leadership

January 2019—Present

I have served in various roles on the BCM leadership team. I've primarily served as a small group leader:

- Freshman Challenge Leader
- Village Leader

Waterloo Road Baptist Church

Youth Intern / May 2019—August 2019

As the summer Youth Intern, I helped to plan and organize events for Waterloo's Youth Group. Additionally, I travelled to camps and accompanied the group on trips.

OU HR, Marketing and Communications Assistant

Marketing and Communications Assistant / March 11, 2019—September 2019

I worked at OU HR in the Communications department. I managed the Sooners at Work Facebook page and helped write emails for Human Resources. Also, I made some website edits.

Self-Employed Photographer

2015—Present

I currently own and operate my own photography business.

Stock Photography

April 2018 – Present

I submit content to be purchased on Shutterstock.

Here is a link to my portfolio:

<https://www.shutterstock.com/g/allibrooke>

Member of Academic Integrity Council

January 2019 – Present

I worked as a peer educator in the Do You Understand Integrity class at OU (UNIV 1000). As a peer educator, I attended class for six weeks and met with two students one-on-one.

OU Odyssey Community

January 2019 – September 2020

I wrote an article a week for the OU Odyssey Community.

Here is a link to my articles:

https://www.theodysseyonline.com/user/@allison_crampton

OU Daily

Reporter / September 2018 – October 2018

I started at the OU Daily in the News Academy. I worked as a reporter for the Arts and Entertainment desk. From this experience I learned how to interview and consolidate information based on relevancy.

Here is the link to my articles:

<https://www.oudaily.com/users/profile/allison%20crampton/>

Awards and Acknowledgements

- **OU Honors College**
- **National Honor Society Member**
- **Shelter Insurance Scholarship**