

Ashley V. High  
Statesville, NC 28625  
[Ashleyhigh22@gmail.com](mailto:Ashleyhigh22@gmail.com)  
704-902-5418

With 5 years of client relations, sales, management, marketing and advertising consulting I would be an asset to a company or organization that is driven to succeed and wants to increase revenue.

### Professional Experience

Griffin Insurance Agency, Inc            July 2007 - June 2010

Position held: Marketing Director and Associate Agent

Responsibilities as Marketing Director:

- Updated all website information daily with photos, content and videos.
- Managed all social media relations through facebook, twitter, linkedin, flickr, animoto, wordpress, jibjab and foursquare.
- Managed and created all ads for billboards, newspaper publications, magazine publications, yellow pages, and google local information.
- Represented the agency at all Chamber of Commerce functions including: Business After Hours, PLAN leads group, Tee Off For Teachers Golf Tournament, Friday After Five Summer Concert Series, Business Improvement Group, Chamber vs Chamber Challenge Golf Tournament, Relay for Life and also MDA Lockup.
- Offered my services to the Chamber of Commerce by holding seminars about social media to give value to the local businesses.

Responsibilities as Associate Agent:

- Met with clients for reviews of their total assets.
- Sold auto, home, commercial, life, motorcycle, four-wheeler, umbrella, inland marine, boats, and several other insurance policies depending on the needs of my clients.
- Helped clients through claims and difficult decisions.
- Managed office material including employee hours, deposits, and office schedules.

Wachovia, A Wells Fargo Company            August 2006 - July 2007

Position held: Teller

Responsibilities as Teller:

- Daily client relations
- Sold bank products such as checking accounts, savings accounts, debit cards, credit cards, cds, home equity loans, prime equity loans, travelers' checks, money orders, official checks, and safe deposit boxes.
- Daily balance of money on hand per teller.

- Administrator of the TCD (teller cash dispenser), night drop depository bags from local businesses, back-up ATM administrator, back-up vault administrator and official mail administrator.
- Acted as the face of Wachovia for the sponsorship of March of Dimes.

CVS Pharmacy            January 2005 – August 2006

Position held: Shift Supervisor, Photo Lab Technician, and Cashier

Responsibilities as Shift Supervisor:

- Open and closing the store.
- Daily balancing of all cash drawers.
- Daily deposits of \$5,000 plus.
- Managed a store of 10 employees or less.
- Ordered products for the store.
- Straightened the store daily.
- Put out new product daily.
- Created product designs in the store for higher sales.
- Coordinated products for seasonal and holiday events.
- Checked in all vendors for products.
- Cleaned the store.
- Helped out pharmacy during heavy traffic times.

Responsibilities as Photo Lab Technician

- Developed film for drop offs.
- Ordered chemicals for all machines.
- Helped customers purchase film and cameras.
- Cleaned and refilled chemicals into the machines daily.
- Put out new products and promotions related to the Photo Lab including displays.

Responsibilities as Cashier

- Assisted customers with all purchases.
- Assisted customers looking for products and coordinated with other locations if our store was out of the product needed.
- Straightened aisles and front lobby.

#### Education

Life Insurance License for the State of North Carolina issued 2008

Property & Casualty License for the State of North Carolina issued 2007

West Iredell High School

Statesville, NC

Diploma

#### Additional Information

<http://www.linkedin.com/in/agentashley>

