

SOPHIE ROTHERHAM

UNIVERSITY OF ST. THOMAS



 (920) 737-5215

 sophierotherham@gmail.com

 facebook.com/sophie.rotherham.50

 www.sophierotherham.com

PROFILE

Currently enrolled as an undergraduate student at the University of St. Thomas (Minnesota.) Employed as an Interior Design Intern at Design Innovations has developed advanced skills in communication as well as design concepts. Excited and motivated to continue my career as an influential woman in the design world.

SKILLS

- Verbal Communication
- Design Thinking
- Teamwork
- Customer Service
- Child Care
- Collaborative Problem Solving
- Enhancing Quality
- Organization

EXPERIENCE

THE ELITE GROUP Warehouse Employee

June 2017- August 2022

Organized merchandise while loading and unloading trucks as well as assisted in the graphic design for clients' logos and clothing.

EWING VENTURES Office Assistant

November 2019-July 2020

Organized daily itineraries and assisted in general office duties.

ONEIDA GOLF AND COUNTRY CLUB Waitress

April 2021-August 2022

Served members food and beverages along with establishing a relationship between kitchen staff and event staff. Working large events and weddings weekly. Managed many aspects of the property while working in many areas.

UNIVERSITY OF ST. THOMAS Intramural Coordinator

September 2022-Present

Ensure smooth operations for all participants in intramural sports as well as schedule game times, tend to score keeping, and handle set up and take down of various sporting equipment.

DESIGN INNOVATIONS Assistant/Intern

March 2023-Present

Assist owner, Christine Hoene, in client meetings, client / vendor follow-up tasks, as well as creating professional presentations and proposals for clients. Help with client needs, including finding furniture options, fabric samples, decor ideas, etc.

EDUCATION

UNIVERSITY OF ST. THOMAS

2115 Summit Ave, St. Paul, MN 55105

Major: Digital Media Design

Minor: Communications

Fall 2021-May 2024

NOTRE DAME DE LA BAIE ACADEMY

610 Maryhill Dr, Green Bay, WI 54303

2017-2021

3.8 GPA

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SKILLS CONTINUED

- Microsoft Word
- Microsoft Excel
- Microsoft Powerpoint
- Google Docs
- Canva Graphic Design
- Adobe Photoshop
- Adobe Illustrator
- Adobe Premiere
- Visual Studio Code
- CAD

REFERENCES

AVAILABLE UPON REQUEST

VOLUNTEER EXPERIENCE

ST. VINCENT'S FOOD PANTRY

2017- 2020

ST. MATTHEWS CATHOLIC PARISH

2014- 2022

BIG BUDDY FOR BUDDY UP TENNIS OF GREEN BAY

2017- 2022

INNERCITY TENNIS MINNEAPOLIS

2021- 2024

AWARDS AND ACTIVITIES

COMMUNICATION SPECIALIST OF STUDENT GOVERNMENT

Created content for student events, announcements, and achievements via social media platforms such as Twitter and Instagram.

2020-2021

THE NATIONAL SOCIETY OF HIGH SCHOOL SCHOLARS

A member of the academic honor society which recognizes the highest achieving student scholars across the nation.

Invited January 2021

VARSITY TENNIS CAPTAIN

Played varsity tennis along with club tennis all four years of high school and was named captain of both teams senior year.

2017-2022

UNIVERSITY OF ST. THOMAS DEAN'S LIST

Fall 2021, Spring 2022, Fall 2022, Spring 2023, and Fall 2023

CLUB TENNIS

Participate in the University of St. Thomas' Club Tennis as well as run social media accounts linked.

2022-current