**BECKY BUSINESS**

BeckyB@selu.edu

985-111-1111

**EDUCATION**

**Southeastern Louisiana University (SLU)**  Hammond, LA

*Bachelor of Arts in Marketing; Spanish* *minor* May 2021

Major GPA: 3.50/4.00; Overall GPA: 3.65/4.00

**RELEVANT EXPERIENCE**

**Marketing Intern** Baton Rouge, LA

***Louisiana Department of Labor*** May 2019 - July 2019

* Screened over 40 applicants per day for appropriate job qualifications
* Retrieved unemployment claims, collected confidential customer information, and conducted daily log entries

**Chairman of Advertising/Public Relations**  Baton Rouge, LA

***American Red Cross,*** Fundraising Committee January 2019 - May 2019

* Coordinated and supervised a 6-member committee and maximized committee potential by delegating to members’ strengths
* Provided personal outreach to various media outlets which led to first-time coverage from 4 outlets
* Wrote press releases and secured media publicity through radio, paper, and internet sources

**RELEVANT PROJECT EXPERIENCE**

**Social Media and Digital Marketing, SLU** Hammond, LA ***Group Project*** January 2020 – March 2020

* Joined a 5-person team tasked with developing an action plan for addressing marketing strategies for a particular Fortune 500 company
* Researched client needs and developed a solutions-based layout to best suit functionality requirements
* Served as project leader by organizinmg team meetings, tracking progress, and providing a forum for discussion

**CUSTOMER SERVICE EXPERIENCE**

**Server** Hammond, LA

***Olive Garden*** August 2018 - Present

* Provide excellent customer service to 50+ patrons per shift in a fast-paced, time-intense environment
* Demonstrate keen attention to detail by managing financial transactions totaling up to $2,000
* Train 5+ new employees each month on business operations and offer constructive feedback
* Successfully and consistently upsell desserts, appetizers, and special promotions; won upselling contest 4 times

**Assistant Store Manager** Baton Rouge, LA

***The Body Shop*** August 2017 - December 2017

* Exceeded $2,500 weekly sales quota by 10% and targeted customer behavior to increase sales
* Handled amounts exceeding $5,000 daily while maintaining accurate balances and deposits
* Regularly assigned and supervised duties of 6 employees
* Conducted opening and closing procedures such as product inventory, store cleaning, and accessing multiple security systems
* Exemplified reliability and punctuality by completing all assigned tasks in a timely manner

**HONORS & AWARDS**

HOPE Scholarship Recipient, Presidential Scholar, Dean’s List, Fall 2018-Fall 2020

**CAMPUS & COMMUNITY INVOLVEMENT**

**Southeastern Marketing Association**,*member* August 2018 - Present **Habitat for Humanity**, *Volunteer* July 2018 - August 2019

**Southeastern Running Club**, *member*  July 2017 - January 2018

**SKILLS**

**Language:** Conversational Spanish, skilled in written Spanish

**Technical:** Proficient in Bloomberg Terminal, Microsoft Office Suite, Basic knowledge of Microsoft Access