

# BECKY BUSINESS

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## EDUCATION

**Western Kentucky University** Bowling Green, KY  
*Bachelor of Business Administration, Marketing | Minor, Spanish*  
May 2024  
HOPE Scholarship, Presidential Scholar (2 Semesters), Dean's List (2 Semesters)

**Kentucky State University** Frankfort, KY  
*Core Curriculum*  
August 2020 - May 2021

## SKILLS

**Language:** Spanish (Conversational and Proficient in Writing)

**Technical:** Bloomberg Terminal, Microsoft Office Suite, Microsoft Access (Basic)

## RELEVANT EXPERIENCE

**Kentucky Department of Labor** Bowling Green, KY  
*Marketing Intern*  
May 2021 - July 2022

- Screened over 40 applicants per day for appropriate job qualifications
- Retrieved unemployment claims and collected customer information for daily logs
- Evaluated marketing strategy by examining cost and markup factors

**American Red Cross, Fundraising Committee** Bowling Green, KY  
*Chairman of Advertising/Public Relations*  
January 2022 - May 2022

- Supervised a 6-member committee by delegating to members' strengths
- Provided 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 online sources

**Altria** Bowling Green, KY  
*WKU Intern for a Day Program*  
November 2021

- Attended company-wide sales pitch brainstorming sessions
- Shadowed 6 customer product calls, all of which resulted in successful sales to clients
- Conducted informational interviews with the CEO and Vice President of Sales and Marketing

## CUSTOMER SERVICE EXPERIENCE

**Olive Garden** Bowling Green, KY  
*Server*  
August 2021 - Present

- Provide excellent customer service to 50+ patrons per shift in a fast-paced environment
- Demonstrate keen attention to detail by managing financial transactions up to \$2,000
- Train 5+ new employees each month on business operations and offer constructive feedback

**The Body Shop** Bowling Green, KY  
*Assistant Store Manager*  
August 2020 - December 2020

- 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 and store cleaning

## CAMPUS & COMMUNITY INVOLVEMENT

**ESOL Service Learning, Tutor** August 2022 - Present

- Instruct 10+ students, ages 6-8, in English learning during an after-school program

**Habitat for Humanity, Thrift Store Volunteer** August 2021 - Present

- Organize and restock donations to sell discount furniture, building supplies, home decor, and appliances

**Infusion Magazine, Assistant to Financial Director** August 2021 - August 2022

- Supported a multi-cultural magazine about issues related to minority student opinions with 55+ contributors

**Partners for a Prosperous Athens, Transportation Committee Member** August 2021 - January 2022

- Fundraised for the development of a regional, multi-modal transportation system to address community poverty