

# BUSINESS AGGIE

Phone Number

Email Address

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## EDUCATION

Bachelor of Business Administration, Major: Management  
New Mexico State University, Las Cruces, NM

Expected: May 2024  
GPA: 3.87

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## HONORS & AWARDS

Dean's List, 2021-Present  
Crimson Scholar, 2022  
Daniels Fund Ethics Case Competition, 1<sup>st</sup> Place, 2022

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## RELEVANT SKILLS/COURSEWORK

- Interpersonal and Organizational Behavior
  - Human Resource Management
  - Team Building and Leadership
  - Labor and Employment Law
  - Employee Relations
  - Training, Compensation, and Safety
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## EXPERIENCE

**Assistant Store Manager**, Hot Topic, Las Cruces, NM Sept. 2019-Present

- Train and supervise over 5 staff members per work shift
  - Evaluate competition by researching competing stores and gathering information such as style, quality, and prices of competitive merchandise
  - Promote sales by demonstrating merchandise and products to customers
  - Assist customers by providing information, answering questions, obtaining merchandise requested, completing payment transactions and preparing merchandise for delivery
  - Maintain and order new inventory by checking inventory levels on merchandise
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## INTERNSHIP

**Executive Team Leader Intern**, Target, Phoenix, AZ May 2022-Aug. 2022

- Assisted in the administration of new hires, terminations, compensation, performance management and benefits programs
  - Ensured availability of merchandise and services by approving contracts and maintaining inventories
  - Formulated pricing policies by reviewing merchandising activities; determining additional needed sales promotion; authorizing clearance sales and studying trends
  - Worked closely with regional managers to coordinate and determine the most cost-effective marketing strategies
  - Ensured great service by interacting with guests and team members
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## PROFESSIONAL ORGANIZATIONS

- Delta Sigma Pi, 2020-Present
  - Society for Human Resource Management (SHRM), 2022
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## VOLUNTEER WORK

- Keep State Great, October 2021; October 2022
- Volunteer Income Tax Assistance (VITA), April 2021