

Scorpio / 31 / Driven

Hey There! I'm Lo Keammerer

CREATIVE MAVERICK

CONTACT: LAUREN.KEAMMERER1024@GMAIL.COM #219.448.0520

If your looking for a valuable asset, look no further. I'm ready to elevate your team's goals and help turn visions into reality. Let's make some magic happen, bringing ideas to life with my tech-savvy, business drive & customer-first approach, with a charm that turns every interaction into a win-win. Talking is great, but actions are better.

Crown Point, Indiana

WORK EXPERIENCE

TIER 2 TECHNICAL SUPPORT SPECIALST Verizon Wireless / Continuum Global Solutions Nov 2021 - Current Employment

SKILLS & EXPERTISE

- loves a challenge, out of the box thinker, quick witted, driven to succeed, extrovert / ENFJ, detail oriented, faster learner, innovative leader, people person, likes to win

Customer Service, Tech Savvy, Digital Marketing

EDUCATION

- Indiana University Northwest 2012-2014 Studied Business Management & Administration (continued.) Crown Point High School 2007-2011 General Core 40 + Academic Honors

EXECUTIVE ADMIN ASSISTANT Cardinal Logistics LLC January 2020 - October 2021

HOBBIES & INTERESTS

My Small Online Business, Designing Digital Products, Spending Time With Family, Creating UGC (user generated content), Babyvibesshop.com

CERTIFICATIONS

- Working Towards: Project Management for Beginners, PMI (Learning project management basics for planning and execution) 68 Wpm Typing Certificate, 01/2022 Fundamentals of Digital Marketing Certificate, Google Digital Garage (Completed) HubSpot Academy Course (Completed) Learned inbound marketing, content strategy, and social media engagement



Resume Continued!

GET THE 'LO DOWN'

I love new adventures and I get hyper-focused into exciting new things and always try to be the best at what I do, from mastering customer service to navigating the complexities of tech support, & have a couple solid years of Business Management education as my base. This crazy winding path wasn't just about building skills, and finding my way out of the dark. It's become a way to help me lead others with a shining light of hope, drive, and determination. Because a little piece of paper doesn't determine who you are; the actions you take, the thoughts you take action on, and the way you spend every moment of your life does. Talking is amazing. But action is so much better. I am looking to be a leader in a new generation to show, not only my daughter but myself, that I can accomplish anything. I may not have a Ph.D. or master's degree, but I do have a very innovative and eager open mind can learn fast. I don't just aim to be good. I aim to be the best. And help be an extremely valuable asset to an extremely successful business. Because isn't that what every business wants? An innovative out-of-the-box thinker to bring new ideas to the table. You can take the risk, or lose the chance.

REFERANCES

- Stephanie Bauer / 360.523.4947
- Sylanderia Green/ 585.414.8010
- Brielle Joyce / 415.425.1785

FRONT OF HOUSE/ DELIVERY CORDINATOR #4

May 2019 Jimmy John's LLC

May 2019- July 2021

Excelled in a multi-faceted role encompassing delivery driving and order processing, demonstrating effective time-management and organizational skills while leading team in front of house.

Thrived in a high-velocity environment, ensuring excellent customer service by proficiently handling cash transactions and promptly responding to phone inquiries.

Leveraged role to maximize income, successfully balancing it as a secondary job while seeking more substantial, long-term career opportunities.

July 2021

PINK LEAD SALES ASSOCIATE #3

Feb 2018 Victoria's Secret- Merrillville, Indiana

February 2018- April 2019

Managed the welcoming and informing of customers about ongoing promotions, contributing to enhanced customer experiences and increased sales

Oversaw inventory management and product familiarity, fostering efficiency in product knowledge and transaction speeds, thereby boosting customer satisfaction.

Developed new client relationships by actively engaging with potential customers and highlighting the benefits of our product offerings.

Achieved monthly sales targets consistently by implementing effective sales strategies and maintaining a high level of product knowledge.

April 2019

RECEPTIONIST/ OFFICE ASSIATANT #2

Jan 2016 Acura Dealership of Merrillville

January 2016 - November 2018

Learned the Fast Paced Communication and Customer Service Skills needed to thrive in this environment. Demonstrated ability to manage front desk operations with professionalism, engaging with customers both in person & over the phone.

Organizational and Administrative Proficiency: Proven track record of efficiently handling scheduling, document management, and administrative tasks, utilizing a keen eye for detail to support office operations and maintain organized records.

Technical Savvy and Multitasking Ability: Competence in managing multiple software systems for scheduling, customer management, and internal communication, alongside the capability to juggle various tasks simultaneously without compromising quality or accuracy.

Jan 2018

SERVER/ FRONT MANAGER #1

Mar 2008 Pavs Gril, Crown Point Indiana

March 2008 - May 2013

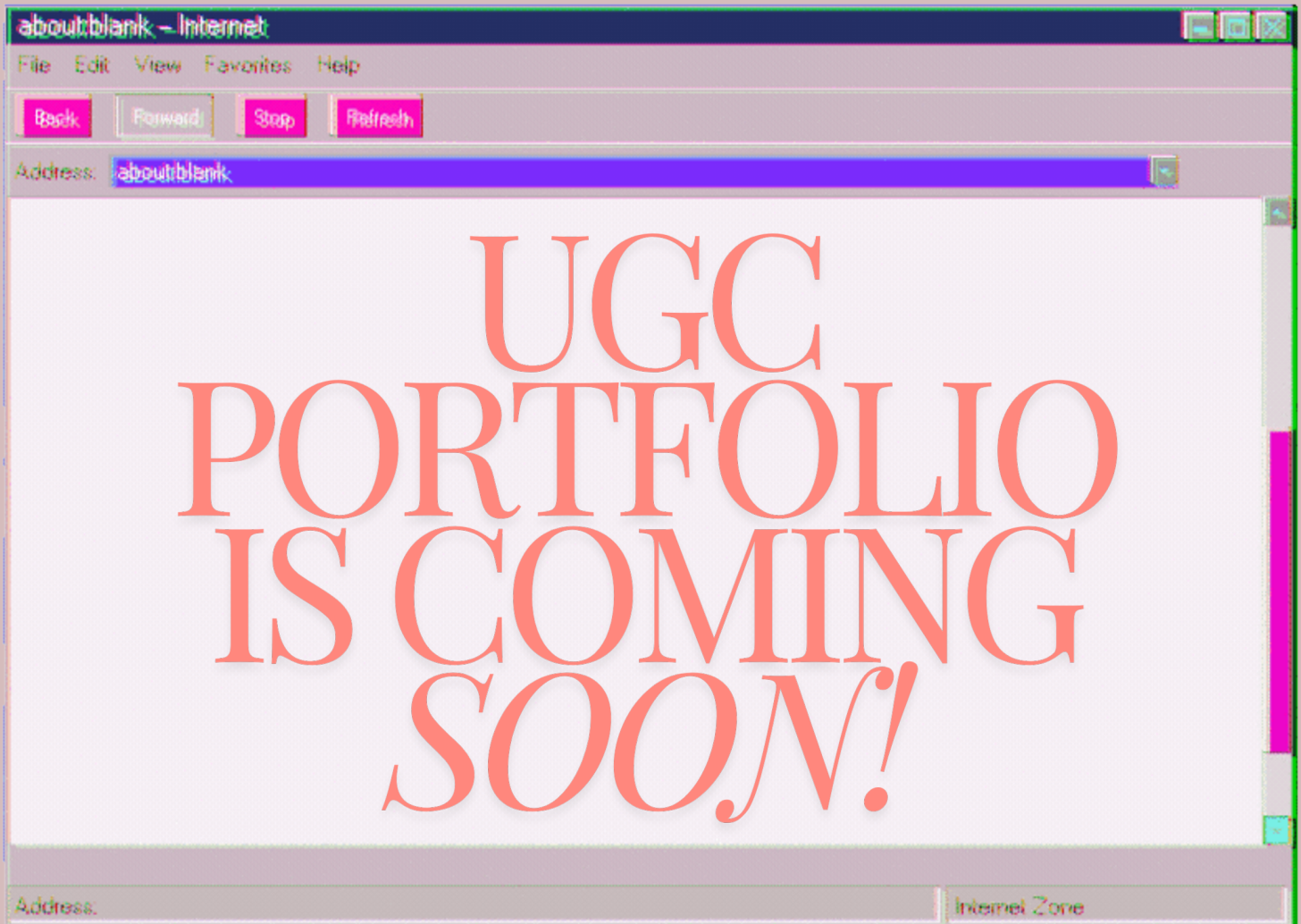
Greek Restaurant

Managed a diverse range of responsibilities including cooking, cleaning, serving, and hosting, which honed multitasking and time management skills

Provided exceptional customer service by answering phone queries and taking orders, which enhanced communication and customer handling skills

Acquired proficiency in cash handling and scheduling, fostering a comprehensive understanding of financial transactions and organizational logistics.

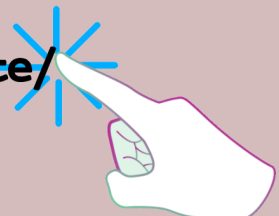
May 2013



If your a brand looking to increase brand awareness, & start generating a strong ROI? Then I would love to work together to help you drive sales together! I also create UGC (user generated content) for brands on organic and paid ads for social media!

Check out my PORTFOLIO HERE! 

 <https://ugcbylo.my.canva.site/>



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