

KAMRYN TAYLOR

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EDUCATION

Kennesaw State University, Kennesaw, GA

Expected Graduation: May 2024

BBA- Business Management Minor in International Business

Relevant Coursework: Finance, International Entrepreneurship and Marketing

Awards: Presidents List and Deans List

WORK EXPERIENCE

Barry's Bootcamp, *Front Desk/Facilities Team Member*, Atlanta, GA

- Assist clients with check ins and purchasing items during the duration of their visit.
- Create a welcoming environment that fosters interpersonal connections making lasting relationships.
- My tasks include identifying and remedying issues as they arise in a timely manner to keep clients and team members alike happy.
- Responsible for the cleanliness and upkeep of our studio to maintain above standard appearances for all those that visit.

Rumi's Kitchen, *Expeditor*, Atlanta, GA

January 2022 – August 2023

- Collaborated closely with chefs and servers to guarantee prompt and accurate delivery of dishes, optimizing overall service efficiency.
- Maintained a keen eye for detail, thoroughly inspecting plates for quality, garnishes, allergens, and adherence to culinary specifications before presentation.

JLL Technologies, *Business and Development Analyst Intern*, Atlanta, GA

June 2022 – August 2022

- Identified process bottlenecks and inefficiencies within the workflow, proposing and implementing streamlined procedures that reduced turnaround time by 80%.
- Conducted comprehensive market research and competitive analysis to identify emerging trends and opportunities, providing valuable insights that informed strategic decision-making processes.
- Collaborated closely with cross-functional teams, including sales, marketing, and product development, to gather and synthesize data, fostering a cohesive approach to achieving business objectives.

First Presbyterian Church School, *Interim Lead Teacher*, Cartersville, GA

May 2021 – October 2021

- Worked closely with the school's leadership team to ensure smooth operations, contributing to the overall success of the school and the fulfillment of its educational mission.
- Implemented assessment strategies and maintained accurate records of student progress, tailoring instruction to address individual strengths and areas for improvement.
- Collaborated with teaching staff to adapt and deliver curriculum, incorporating creative and engaging teaching methods that catered to diverse learning styles.

Holiday Inn Express Hotel, *Lead Front Desk Agent*, Savannah, GA

June 2019 – January 2022

- Demonstrated exceptional guest service skills by greeting guests warmly, addressing inquiries, and resolving concerns promptly, ensuring a positive and memorable experience.
- Orchestrated front desk operations during shifts, managing tasks such as assigning duties, coordinating staff breaks, and maintaining efficient workflow.
- Generated daily reports, maintaining accurate records of guest interactions, occupancy rates, and revenue for management analysis.

Angel Learning Center, Teacher Assistant, Pooler, GA

January 2018 – May 2019

- Worked closely with students to provide personalized support, addressing their unique learning needs, and facilitating their academic and social development.
- Prepared teaching materials, visual aids, and activity supplies, contributing to the smooth flow of lessons and hands-on learning experiences.
- Worked closely with students to provide personalized support, addressing their unique learning needs, and facilitating their academic and social development.

LEADERSHIP EXPERIENCE

Phi Mu Fraternity, Secretary, Kennesaw, GA

June 2020 – June 2021

- Serving as a proactive member of the Executive Council, tasked with the upkeep of precise and up-to-date records concerning fraternity events and the involvement of members in diverse community and campus initiatives.

Miracle at KSU, Captain, Kennesaw, GA

June 2021 June 2022

- Fulfilling the role of a dedicated student leader on a voluntary basis, entrusted with the coordination and arrangement of fundraising initiatives utilizing both social media and in-person drives for the Children's Miracle Network, in collaboration with Children's Healthcare of Atlanta.

ACCOMPLISHMENTS

KSU Study Abroad

- A look at Business and History (Greece)

SKILLS AND INTERESTS

- *Computer Skills:* Adobe, Microsoft Office, Salesforce, Salesloft, Drift, Canva, LinkedIn Navigator
- *Language Skills:* Spanish (moderate proficiency), public speaking
- *Interests:* Gardening