

# Jarod Boettner

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## EDUCATION

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**Auburn University, Harbert College of Business**

August 2024

Auburn, AL

*Bachelor of Science in Business Administration*

Major: Marketing

Relevant Coursework: Principles of Marketing, Personal Selling, Advertising Strategy, B2B Marketing, Marketing R&A, Strategic Management, Prof. Dev. in Marketing, Marketing Strategy, Digital Marketing

## EXPERIENCE

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**Article Student Living, Uncommon**

June 2023 - August 2024

Auburn, AL

*Leasing Agent/Community Assistant*

- Conducted property tours and effectively communicated the features and benefits of available units to prospective tenants.
- Managed the leasing process from initial inquiry to lease signing, ensuring a smooth and efficient transition for new residents.
- Effectively acted as a liaison between residents and management, addressing concerns, maintenance requests, and inquiries promptly and professionally.
- Utilized leasing software and databases to maintain accurate records of tenant information, lease agreements, and property availability.

**Taco Mama, Twickenham/Jones Valley**

August 2018 - December 2022

Huntsville, AL

*Server/Busser/Bartender*

- Demonstrated strong work ethic in a high-stress, fast-paced environment while swiftly resolving issues to ensure customer satisfaction.
- Provided for and assisted the customer's needs in a friendly and professional way to develop relationships and produce customer loyalty.
- Effectively collaborated with a team of six or more resulting in improved teamwork and exceptional people management skills.
- Organized and led training involving new hires to ensure quality service and peak performance.

## AWARDS & CERTIFICATIONS

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- Microsoft Excel Expert (Office 2019) Certification
- Certificate of Ethical Leadership
- Top 5% in the country for RNMKRS sales competition
- Won the best presentation in my Advertising Strategy class
- Content Marketing Certificate - HubSpot Academy
- SEO Principles Certificate: An essential guide for beginners - Semrush

