*Maddilyn Haney*

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OVERVIEW

I am a passionate and skilled individual looking for a company that matches my skill and ambition. At my core, I am a creative and strategic thinker that learns quickly and can adapt and apply creativity and logic to achieve the desired outcomes while applying goal-oriented metrics at the onset of goal setting. I am communication meets execution. Highly proficient in Salesforce, CRM, Social Media, and supporting tools such as MS Office to provide the best possible outcome to a mission. Attention to detail is the cornerstone of my skillset. Ability to work in a diverse work or customer setting having been a part of the international program for studies abroad in Paris, France.

CAREER EXPERIENCE

*Andover Management Group, Lexington, KY — Marketing Intern (March 2023 - July 2023)*

* Monitored and ran social media profiles for multiple companies and locations
* Created advertisements and social media campaigns
* Created SWOT analysis for prospective companies
* Utilized adobe photoshop and other digital design platforms to generate content
* Assisted marketing manager with any duties deemed necessary
* Generated digital content by touring and photographing properties
* Helped to generate new and innovative ideas to promote company growth and revenue

*Drake’s, Lexington, KY — Server (September 2022 - July 2023)*

* Greeted customers, answered questions, and recommended specials to increase profits
* Operated POS systems to input orders, split bills, and calculated totals
* Satisfied customers by topping off drinks, offering condiments and other items
* Communicated with other staff members to prepare for and serve customers

*Mac McGees, Roswell, GA — Server (May 2022 - August 2022)*

* Greeted customers, answered questions
* Operated POS systems to input orders, split bills, and calculate totals
* Satisfied customers by topping off drinks and taking other requests
* Communicated with other staff members and managers

*Roux on Canton, Roswell, GA — Hostess (May 2020 - August 2021)*

* Greeted guests and gathered information to seat groups or provide waitlist
* Supported serving staff, food runners, and bussers to keep dining area presentable
* Answered customer questions and recommend menu choices and specials to increase profits
* Answered phone inquiries to schedule and confirm reservations and record takeout orders
* Helped restaurant staff to set up for small and large events

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*North Point HOA, Roswell, GA — Pool Manager (May 2019 - August 2019)*

* Coordinated smooth pool opening at beginning of season and managed closing at the end of the summer
* Maximized guest protections by monitoring guests and facilities
* Cleaned and sanitized recreational equipment
* Scheduled and organized events and activities
* Greeted and checked in guests

EDUCATION

*University of Kentucky, Lexington — Bachelors of Arts — (August 2019 - August 2023)*

**Major:** Integrated strategic communication

**Minor:** Writing, rhetoric, and digital design

**GPA:** 3.x

*Education Abroad, American Business School of Paris — (January 2022 - May 2022)*

**Objective:** Gain a broader understanding of international influence and communication

**Experience:** Truly wonderful to gain insight to different cultures and insights

**Result:** Broader understanding of cultures and reaching audiences in diverse settings

LEADERSHIP EXPERIENCE

*Atlanta Humane Society — Volunteer (2018)*

* Greeted and welcomed guests
* Maintained a clean environment
* Washed dirty dishes, towels, and kennels
* Exercised animals during their respective times, fed and watered animals when needed

*North Fulton Community Charities — Volunteer (2018)*

* Sorted through new inventory and organized shelves
* Addressed any questions from customers
* Provided a positive attitude and helped with any other tasks from supervisors

*Kappa Delta Sorority — Member (2019-2021)*

* Participated in chapter events, including philanthropy events
* Maintained a sufficient GPA for membership
* Built relationships with other chapter members

OTHER EXPERIENCE

*KRNL Magazine — Writer (2022)*

* Published multiple stories for the student-run publication
* Communicated with other students regarding publications
* Edited stories and interviewed sources

CERTIFICATIONS

*Google Ads Creative Certification — (2022)*

*Google Analytics Certification — (2023)*

REFERENCES

*Jack Sheroan - Internship manager*

* [Jsheroan@andovermgt.com](mailto:Jsheroan@andovermgt.com)
* (859) 224-7007

*Jack Drake - Manager*

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*Jacob Hall - Manager*

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