

# CHLOE A. KING

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## PROFILE FOR PROMOTIONS INTERNSHIP

- Confident communicator with polished presentation skills and a willingness to intently listen to others.
- Proven ability to gain customer's confidence while balancing their short and long-term needs with company objectives.
- Balance a spontaneous, outgoing personality which contributes to a positive work environment with a conscientious work ethic.

## EDUCATION

### **Pursing a Bachelor of Science Degree (BS) in International Business**

May 2017

GPA: 3.44/4.0

Northwest Missouri State University, Maryville, MO

### **Additional Training and Conferences Attended**

- Bearcat Leadership Training- NWMSU (January 2015)
- Blue Key National Honor Society Conference- Athens, GA (January 2015) Manhattan, KS (January 2016)
- Alpha Sigma Alpha Leadership Development Institute- Kansas City, MO (July 2015)
- Alpha Sigma Alpha District Days- Kansas City, MO (2014, 2015)
- Exemplary Leadership Academy- NWMSU (Spring 2016)

### **Computer Skills**

- Proficient in Microsoft programs, Prezi, Windows products and Apple products.
- Advanced in social media and multiple platforms of e-mail.

## CAMPUS INVOLVEMENT

### **Alpha Sigma Alpha Sorority**

- VP of Public Relations and Recruitment  
Managed and trained a group of women to preform recruitment events.  
Planned and lead two events involving creating agendas, reserving event space, and holding workshops.
- VP of Alumnae and Heritage  
Formed relationships with local alumnae association and acted as liaison between the association and active chapter  
Programmed day activities that involved selecting catering, communication, and preparing events

### **St. Jude's Up 'Til Dawn Event**

- Sorority Recruiter  
Raised money through fundraisers to support hospital by posting on social media and selling Pura Vida bracelets.  
Demonstrated leadership skills and communication skills with students and directors.

### **Blue Key Honor Society**

- Public Relations Chairman, Tower Ceremony Host, Secretary  
National honor society recognizing students for distinguished ability and achievement in scholarship, leadership, and service.

### **Lead Green**

- Student Mentor  
Created and presented information regarding university's leadership model to student organizations  
Collaborated with team to program Bearcat Leadership Training conference for campus community

## EMPLOYMENT

### **Dollar General, Maryville, MO**

August 2014- October 2016

Lead Sales Associate

- Served as manager on duty and preformed manager tasks
- Handled store deposits, store forms, and oversaw vendors
- Resolve customer's questions and concerns in a timely fashion with correct answers.
- Establish a friendly and professional relationship with customers and fellow coworkers while processing purchases and processing transactions.

### **St. Joseph Mustangs, St. Joseph, MO**

May 2016- August 2016

Promotions Intern

- Excelled at customer service before, during and after the game meeting guests needs
- Organized pregame performances and on field games while ensuring that each ran smoothly
- Responsible for passing out sponsorship coupons during game situations
- Spoke to audiences over the intercom ranging from 800 guests to 4000 guests

### **Hy-Vee, Maryville, MO**

March 2014-August 2014

Kitchen Clerk

- Provided excellent service by responding to customer requests in an accurate, friendly, and timely manner.
- Developed strong interpersonal skills while working in a fast-paced environment where diplomacy and tact were often needed.
- Executed each day's tasks while insuring customer service, sales, and other needs were met.

### **Carlos O' Kelly's (Restaurant closed), St. Joseph, MO**

March 2011-March 2014

Waitress/Hostess

- Informed staff quickly and personally ensured that all guests needs and we promptly attended too.
- Greeted and seated a minimum of 25 guests during each shift.
- Assisted in training four new employees during a three month period thus strengthening leadership skills.