

Christina Lindsey

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EDUCATION

Bachelor of Science in Commerce & Business Administration

The University of Alabama, Culverhouse College of Business, Tuscaloosa, AL, May 2024

Major: Accounting

Minor: Real Estate

Overall GPA: 3.8/4.0

Computer Skills: Experience with Microsoft Applications.

WORK EXPERIENCE

Administrative Assistant, RE/MAX, Hoover, AL, January 2018 – Present

- Manage direct mail campaign of 700 envelopes to develop leads and generate new clients that included a current calendar, business card of agent, and personal letter.
- Assist in cost analysis for potential real estate investments.
- Display instincts, common sense, and judgement regarding confidentially.

Server, Hammerhead Fred's, Panama City Beach, FL, May 2021/2022 – August 2021/2022

- Greeted guests and informed them of menu options and specials.
- Operated point of sale system and inputted orders for as many as 50 customers at once.
- Enhanced ability to multitask by working in a fast-paced environment while still tending to customers in a fast and responsive manner.

Sales Representative, Cutco, Birmingham, AL, September 2018 – February 2019

- Presented cutlery products for sale direct to the customer with friendly service and helpful attitude when providing recommendations.
- Exhibited attention to detail by accurately completing and submitting product orders.
- Identified potential customers through personal referral and lead generation.

LEADERSHIP EXPERIENCE

Grade Leader, Al's Pals Mentorship, Tuscaloosa, AL, January 2021-Present

- Serve as the lead Al's Pals representative in a designated classroom for an average of 2 hours per week for the 11-week program.
- Manage the classroom of mentees and mentors while properly following lessons and activities as provided by Al's Pals Leadership.
- Understand the Child Protection Policy in place within the program and report all incidents through the proper channels.
- Serve as a model for all mentors and mentees involved in Al's Pals.

INVOLVEMENT AND HONORS

Accounting Student Association
Alpha Kappa Psi
Phi Sigma Pi
Alpha Lambda Delta
Al's Pals Grade Leader
Young Americans for Freedom
Culverhouse LIFT
Paws of UA

UA Recognition Scholarship
Frances and Vernon Scholarship
Youth Leadership Development Scholarship
2020 HCA Scholar Athlete Scholarship
West Alabama Food Bank
Tuscaloosa Soup Bowl
Lakeside Bible Camp Counselor, WA State
Note Taker ODS