**Sydney Black**

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**EDUCATION**

**Bachelor of Science in Commerce and Business Administration**, May 2024

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

Major: Finance Minor: Real Estate

GPA: 3.57/4.0

*University of Alabama Competitive Academic Scholarship Recipient*

*Dean’s List*

**COURSE WORK EXPERIENCE**

**Business Finance** (Fall 2022), **Intro to Accounting** (Summer 2022), **Business Communications** (Spring 2022), **Business Calculus** (Fall 2021)

**WORK EXPERIENCE**

**Narcissus**,Tallahassee, FL

*Sales Associate,* January 2019 – Present

* Assist customers using inter-personal skills to select clothing and accessories for all types of events
* Lead training of new employees to gain knowledge and serve as a model to appropriate conduct
* Account for cash and card transaction intakes and outtakes to open and close daily
* Evaluate brand line sheets to determine and secure items best fit mature and trendy customer base
* Navigate and handle sales platform to perform both sales and returns for a customer friendly experience
* Liaison between customer dissatisfaction and resulting positive solution
* Retrieve and process online orders for payment and shipping

**LEADERSHIP/ ORGANIZATIONS**

**Phi Mu Fraternity***, The University of Alabama,* Tuscaloosa, AL

*Treasurer Assistant,* December 2021 - Present

* Finalize accounts payable to nationals, creditors, accounts, vendors, etc.
* Update members on financial status of membership dues and accounts
* Collect delinquent chapter fees from members through professional electronic communications
* Prepare and submit electronic gift cards/awards to chapter members as recognition is determined

**Collegiate Career Assistance Program (CCAP),** *Alabama Center for Real Estate (ACRE),*Tuscaloosa, AL

*Member,* September 2021-Present

* Engage with guest speakers to learn about different aspects of real estate
* Learn from other leaders in my peer class as they share knowledge they have absorbed
* Network with employers in the Tuscaloosa and recruiters from all across the country

**Freshman Forum,** *The University of Alabama,*Tuscaloosa, AL

*Member,* September 2021-December 2021

* Contributed personal leadership qualities into group activities and challenges
* Participated in planning of a book drive service project
* Engaged with guest speakers and learned key leadership qualities

**SERVICE**

**Freshman Forum Community Outreach Project***,* September 2021-December 2021

* Took part in planning a book drive at a local school and set up collection times around campus

**University of Alabama Dance Marathon***,* February 2022

* Fundraised for Children’s Miracle Network Dance Marathon through promotion on social media and participated in various interactive events such as BAMAthon

**SKILLS & QUALIFICATIONS**

Microsoft Office Suite

Microsoft Powerpoint

Canva