

McKenzie Spivey

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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

GPA: 3.4/4.0

Dean's List

RELEVANT COURSE WORK

Computer Science

(Fall 2021)

Fundamentals of MIS

(Spring 2022)

Professional Development

(Spring 2022)

Management Organizational Theory and Behavior

(Fall 2022)

WORK EXPERIENCE

Assistant Manager, December 2020 – August 2022

Zaxby's, Trussville, AL

- Trained and advised new employees on store policies and procedures to maintain a structured work environment
- Maintained a positive attitude to ensure customers remained happy and satisfied with our company

Cashier/Clerk, June 2018 – February 2020

Argo Hardware, Trussville, AL

- Counted money, accepted payments in cash, credit cards, and checks
- Acknowledged customer concerns and resolved their inquiries quickly and efficiently

Sales Associate, March 2021 – November 2021

Pants Store, Tuscaloosa, AL

- Drove sales by engaging with customers and helping them by giving my honest and uplifting opinions on products
- Greeted customers in a welcoming manner
- Answered any customer inquiries to my best ability

Tanning Consultant, March 2022 – December 2022

Tanning Oasis, Tuscaloosa, AL

- Coordinated with clients about safe tanning practices
- Managed booking/scheduling appointments
- Maintained client records

HONORS & ACTIVITIES

Recipient of UA Recognition Scholarship

VOLUNTEER SERVICE

UA Red Cross Club

Paws of UA

Alabama Autism Advocates

The Good Samaritan Club

COMPUTER SKILLS

Microsoft Office Suite

(Word, Excel, PowerPoint)