

Erin K. Regan

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EDUCATION

The University of Alabama, Culverhouse College of Business

Tuscaloosa, AL

Bachelor of Science in Commerce and Business Administration, Finance with Real Estate

Aug 2020 – Present

- **GPA:** 3.70 / 4.00
- Member of The University Honors College
- Recipient of Presidential Scholarship, President's List, Dean's List

EXPERIENCE

A Premier Brand

Plano, TX

Sales Associate

May 2022 – Aug 2022

- Created and maintained client relationships with over fifteen organizations in the DFW Metroplex
- Assisted customers in finding and purchasing products, resulting in a consistently high level of customer satisfaction, and contributing to the company's overall sales success
- Distributed aforementioned apparel, resulting in over \$50,000 gross sales

Knights of Columbus

Plano, TX

Receptionist

Jun 2021 – Aug 2021

- Scheduled appointments and maintained calendars for agents
- Maintained office organization by checking office supply inventory weekly and re-ordering supplies
- Handled several incoming and outgoing telephone calls daily

Twin Creeks Tennis

Allen, TX

Instructor

Jun 2017 – Aug 2020

- Planned and organized practices and drills to improve the player's skills and tactics
- Reminded juniors and coaches to display respect and promote good sportsmanship on and off the court
- Developed lesson schedule and implanted new efficient teaching techniques

EXTRACURRICULAR ACTIVITIES

Sting Soccer National Club

Plano, TX

Team Captain

Aug 2016 – Aug 2019

- Led teammates by demonstrating good sportsmanship, discipline, and teamwork
- Communicated with the coach and other team members to ensure that everyone is on the same page
- Motivated and inspired teammates to give their best effort

ADDITIONAL INFORMATION

Computer Skills: Proficient in Microsoft Office Suite (Excel, PowerPoint, Word)