

Kathryn-Anne Monzo

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- OBJECTIVE:** To obtain an entry-level position in Marketing.
- EDUCATION:** TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA
Bachelor of Business Administration
Expected Graduation: May 2015
Major: Marketing
GPA: 3.53, Dean's List: Fall 2012 and 2013
Semester Study Abroad in Rome, Italy
Relevant Coursework:
Marketing Management International Marketing
- EXPERIENCE:** LUCKY BONES BACKWATER GRILLE, Cape May, NJ
Server, June 2010-Present
- Provided customers with a enjoyable dining experience.
 - Worked in coordination with a team of people to ensure that all customers received quality service.
 - Effectively marketed specials and other dishes to customers.
 - Developed customer service, time management, and multi-tasking skills.
- EAST COAST PARASAIL, Cape May, NJ
Customer Service, May 2013-Present
- Managed online reservation system.
 - Answered phone calls and coordinated reservations for customers.
 - Organized groups of as many as 24 people at a time.
 - Ensured that all customers were familiar with safety precautions associated with activities.
 - Communicated with people from all over the world due to the touristy location of the business.
 - Worked as a member of a team in a fast-paced environment.
 - Handled cash and credit transactions
- THE FUDGE KITCHEN, Cape May, NJ
Cashier, May 2007-May 2010
- Took customer orders and packaged their items.
 - Maintained the image of the company by providing quality service and making sure every customer was aware of the current specials.
 - Performed secretarial duties.
- ACTIVITIES:** Volunteer, Crop Walk 2011-2013
Volunteer, Sole Man Run for Character 2012

SKILLS:

Microsoft Office
Basic Spanish and Italian