

# Madeline Mittler

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## EDUCATION

The Ohio State University, Columbus OH – *BBA*

AUGUST 2019 – MAY 2023

Major: Marketing

Minor: Environment, Economy, Development and Sustainability

## EXPERIENCE

Western Reserve Masonic Community – *Waitress*

AUGUST 2017 – OCTOBER 2018

- Applied communication and problem-solving skills to resolve customer complaints and maintain workforce effectiveness, while also working in high pressure situations.
- Performed complete opening, closing and shift change duties to keep restaurant working efficiently and teams ready to meet customer needs with a resilient and easily adaptable attitude.
- Collaborated with a team of nine to ensure customer satisfaction and timely table visits, leading to a development in leadership and strong communication skills.

Undergraduate Business Women’s Association – *Member*

SEPTEMBER 2019 – PRESENT

- Created networks of women in business whilst improving teamwork skills.
- Assisted in planning marketing initiatives and leveraged member network to promote business association development.

Biological Sciences Scholars Program – *Member*

AUGUST 2019 – PRESENT

- Engaged in community activities focused on science and research in order to further develop hard and soft communication skills.
- Tasked with research projects and team building activities.

## ACADEMIC ACHIEVEMENT

- Graduated high school summa cum laude.
- Top 10% of graduating class.

## TECHNICAL SKILLS

- Fluent in Excel and Access.
- Familiar with current social media platforms.