Sally Savvy

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# SUMMARY Of SKILLS

* Exceptional interpersonal skills, with an ability to interact with and engage others
* Confident and articulate. Excellent writing and presentation skills.
* Proficient in Adobe Suite (InDesign, PhotoShop); Intermediate knowledge of Microsoft Office Suite (Word, PowerPoint, Excel, and Access)
* Excellent knowledge of Social Media tools (Twitter, Instagram, and Facebook)

# EDUCATION

Kennesaw State University Kennesaw, GA

**Bachelor of Science, Communication** Expected, December 2027 Concentration: Public Relations, Minor: Marketing

**3.85 GPA** Honors: President’s List (two semesters); Dean’s List (six semesters)

# RELEVANT COURSES/PROJECTS

Communication Research Methods August 2022 – December 2022

* Conducted focus group concerning actual research project being conducted by the Burruss Institute
* Wrote and presented scholarly research paper based on qualitative findings,

Public Relations Writing August 2022 – December 2022

* Created press kit containing fact sheet, article and press release for the Kennesaw Mountain Trail Club

# EMPLOYMENT

**Customer Service Representative** December 2023 – Present

Macy’s Department Store Kennesaw, GA

* Use Access to create database to track clients and preferences
* Assist customers with choices and purchases
* Provide exceptional service, resulting in repeat business
* Demonstrated persuasive communication skills by meeting and exceeding established sales quotas
* Multi-tasked by working with several clients at the same time

**Cashier, Shift Leader** May 2018 – December 2020 McDonald’s Kennesaw, GA

* Learned how to work in a fast-paced environment as cashier for Georgia’s 6th busiest store
* Promoted to shift manager due to demonstrated leadership skills and ability to handle difficult situations
* Successfully communicated with a diverse group of people including customers, team members, supervisors, and corporate managers