

JENNIFER E. BEARE

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Profile

Mechanical Engineering student at The Citadel with experience in sales, team leadership, and client communication. Complimented by employers for the ability to problem solve and being self motivated.

Education

Dates

The Citadel, Military College of South Carolina

August 2018 - May 2022

- Pursuing Bachelor of Science of Mechanical Engineering

The College of Charleston

August 2017 - December 2017

- Studied as an Business Administration:Finance Major
- Student-Athlete : NCAA Division 1 Equestrian

Seneca High School

Graduated June 2017

- Class Rank : 22 out of 199
- 3.770 GPA (Unweighted out of a 4.0)
- 4.407 GPA (Weighted out of a 4.5)

Work Experience

Dates

Fortify Kitchen and Bar - *Fine Dining Server*; Clayton, GA

April 2018 - June 2018

- Worked to provide exceptional levels of customer satisfaction
- Paying attention to detail, such as placing orders exactly to customer specifications, and communicating with the customers to assure them of good quality and tasty food available in that restaurant
- Multitasking in order to serve the needs of various diners at the same time
- Interacting sufficiently with customers to build goodwill

Public Lands Project - *Social Media Specialist*; Clayton, GA

May 2017 - January 2018

- Generate, edit, publish and share daily content (original text, images, video or HTML) that builds meaningful connections and encourages community members to take action.
- Set up and optimize company pages within each platform to increase the visibility of company's social content.
- Collaborate with other departments (customer relations, sales etc) to manage reputation, identify key players and coordinate actions

Chick-Fil-A - *Sales Floor Team Member*; Seneca, SC

December 2016 - May 2017

- "Going the extra mile" in delivering service.
- Remain knowledgeable on products offered and discuss available options
 - Process POS (point of sale) purchases
 - Cross sell products
 - Handle returns of merchandise
- Team up with co-workers to ensure proper customer service
 - Build productive trust relationships with customers
 - Actively seek out customers in store

Beare Creek Farm - *Head Coach/Assistant Manager*; Westminster, SC

June 2014 - May 2017

- Kept up-to-date files and paper work, including all health records and insurance.

- Responsible for conducting daily riding lessons, along with routine maintenance, feedings, and horse management.
- Organized multiple trips to various competitions for the riders of Beare Creek Farm under my training.

American Quarter Horse Youth Association - *National Director*; Amarillo, TX

June 2015 - June 2016

- The duties of an AQHYA Director are to enhance communication and serve as liaison between AQHYA membership of their respective region and the AQHYA Officers.

Skills

- Planning and organizing meetings, events, and seeking donations as an Association and Club President
- Accountability; hold myself and others accountable for completing tasks and goals in a time sufficient manner
- General administrative work that requires precise and accurate information to be recorded in a timely manner
- Being approachable and personable by conducting myself in a professional and disciplined manner
- Capable of enhancing brand image through social presence.
- Ability to think critically to solve problems
- Proficient in cooperating and working well with others.

Leadership Experience

Dates

Georgia Quarter Horse Youth Association - *President*

January 2016 - December 2016

- Prepares association's meeting agenda with other officers & advisors.
- Presides at all your association meetings.
- Uses parliamentary procedure to conduct business meetings.
- Plans ways to get every member to participate in meetings and delegates responsibility.
- Appoints committees as needed.
- Responsible for conducting fundraising and maintaining organization for such event

Anderson County 4-H Horse Project - *President*

August 2012 - August 2015

- Shows a real interest in the club and helps carry out club's decisions.
- Works with 4-H club advisors to establish a system for notifying 4-H club members of club meetings and activities. (i.e. - phone trees, written notices, e-mail, etc.)
- Calls the Vice-President to reside at the meeting if unable to attend.

Honors and Awards

Dates

STEM Scholarship Recipient - The Citadel

September 2018

Reserve Champion Zones Team - NCAA Division 1 Equestrian

April 2017

High Honor Graduate - Seneca High School

August 2016 - June 2017

Three-Time South Carolina State Champion - State 4-H Horse Show

Four-Time South Carolina State Champion - State 4-H Equine Judging

Community Service**Dates****Clemson University Equine Center - *Student Volunteer*****May 2013 - August 2013**

- Performed daily labor tasks for the equine center, as well as worked very closely with the manager of the horse farm to gain as much experience as possible.
- Volunteered to help in the preparation of weekend travel events to competition with the university's team.
- Performed Warm-Up rides for the University's Intercollegiate Horse Show Association Team.

References

David Close

Management

Chick-Fil-A of Seneca, South Carolina

309-360-6272

Ronnie Pettit

Owner

Public Lands Project

706-982-5452

Michele Scott

Youth Advisor

Georgia Quarter Horse Association

678-425-5797

Shane Burns

Owner

Beare Creek Farm

864-482-8566