

Makayla Quayle

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EDUCATION

Southern New Hampshire University

Online

Bachelor's of Science, Business Administration con. Project Management & 4.0 GPA

Expected Graduation 2024

I have been on the President's List (full-time) or Dean's List (part-time) every term I have completed. I have also been nominated and accepted into the National Society of Leadership and Success and the Honor Society.

Savannah College of Art & Design

Savannah, GA

Bachelor's of Fine Arts, Interior Design

September 2019- May 2020

I developed a deeper understanding of the elements and principles of design, as well as advanced my technical drawing, ideation, and creative skills.

PROFESSIONAL EXPERIENCE

Christ Church - Scott Campus

Belleville, IL

Campus Leader

July 2022 – Present

Cultivating a warm, friendly, and collaborative environment for not only the leadership team, but the congregants. Since I stepped up, our location has added events, made progress on restoring the building, and developed a healthy organizational culture.

- Ensure that all announcements, presentations, and advertising is up to date and made accessible to the group.
- Lead meetings, communicate with other local organizations, and direct individuals to resources.
- Plan, organize, and execute all events and services in addition to hosting.

Winston Retail Solutions

Greater STL Area & Southern IL

Merchandise Coordinator & SSA

April 2021 – Present

I play a vital role for the success and execution of projects and initiatives for name brands in the Greater STL Area.

- Managing time and resources well in order to complete the entirety of the project within the time allocated.
- Extensive communication with store management and employees in order to get merchandise on the floor in a timely and efficient manner.
- Utilization of planograms, brand training, and experiences to complete the project and report for the visit.

Closet Factory

Fenton, MO

Interior Designer

August 2020 – April 2021

I collaborated and communicated with clients, measured and designed various spaces, and handled transactions.

ADDITIONAL EXPERIENCE

Missouri Illinois Musical Arts Consortium

Bi-State Area (MO, IL)

Board of Directors

October 2021 – Present

- Attending quarterly meetings, all events, and photographing events/concerts.
- Created and continue to maintain the quarterly newsletter: The MIMAC Messenger. This includes formatting all summaries and photographs of events, writing summaries that were not originally covered, and updating the calendar.
- Maintaining the website which includes all event posts, updating the calendar, and occasional redesigning.

SKILLS

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|----------------------------|---------------------------|------------------------|
| ✓ Leadership & Teamwork | ✓ Time Management | ✓ Adobe Creative Suite |
| ✓ Creative Problem Solving | ✓ Effective Communication | ✓ Photography |
| ✓ Staff Management | ✓ Organization | ✓ Graphic Design |