



CONTACT

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OBJECTIVE

Enthusiastic, customer-oriented individual seeking a bartending or serving position with Acrobat Outsourcing. Offering extensive communication skills and an energetic and friendly personality to be utilized to maximize customer hospitality, comfort, and service.

SKILLS

Highly organized, detailed oriented with strong communications and leadership qualities. Strong client service skills, adept at establishing and enhancing rapport with clients and colleagues. Extraordinary time management skills with superior judgement and problem solving abilities.

Taylor Elizabeth Niven

EDUCATION

- 12/2015 Bachelor in Journalism and Mass Communications
University of South Carolina Columbia, SC, GPA 3.89
- 12/2015 Kappa Tau Alpha
National Honor Society in Journalism and Mass Communication
- 10/2014 Certified in Bartending/Mixology
ABC Bartending School

EXPERIENCE

Marketing Coordinator

01/2016 to Current

The ART of Real Estate

- Videography and photography for real estate marketing campaigns.
- Developed and managed media marketing campaigns.
- Worked in team oriented client approach to real estate.
- Interacted with clients and assisted through the buying process.

Independent Consultant

10/2015 to Current

Rodan + Fields

- Direct marketing sales and representative of the national skincare company.
- Plan and host launch and business parties.
- Social media use for marketing and communications.
- Cared for active and potential customers and their needs.

Bartender/Server

06/2014 to Current

Liberty Tap Room & Grill

- Customer service work in a teamwork based dining environment.

Promotions Intern

05/2014 to 08/2014

iHeart Media

- Assist Promotion Director with promotion projects to include contacting contestant winners, request forms, create/process winner packets.
- Interacted and kept communication with listeners.

Community Assistant

12/2013 to 06/2014

University Oaks, American Campus Community

- Complete and manage resident leases and files. Tend to current resident needs. Uphold company's high-quality professional standards. Plan and organize community events.

Customer Service

08/2013 to 05/2014

Carrabba's Italian Grill

- Customer service work in a family based dining environment.

Customer Service

04/2013 to 08/2014

Fish Market Bar & Grill

- Customer service work in a fine dining environment.

Customer Service

02/2012 to 04/2013

Outback Steakhouse

- Customer service work in a customer oriented dining environment.