



Jasmine Etienne

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Education

FALL 2014 TO SPRING 2016 | UNIVERSITY OF ALABAMA

- BE in Chemical Engineering

SENIOR | SUMMER 2017 TO PRESENT | KENNESAW STATE UNIVERSITY

- BFA in Digital Animation
- Minor in Asian Studies

EXPECTED GRADUATION: DECEMBER 2020

EXPERIENCE

CALL CENTER REPRESENTATIVE| AMERICA'S VALUE CHANNEL| JULY 2019 TO PRESENT

The duties assigned are to answer phone calls and process customer orders fully and provide them with any information they may need.

STUDENT ASSISTANT| GLOBAL VILLAGE-KENNESAW STATE| AUG 2020 TO DEC 2020

Greet each incoming visitor and ensure they sign in; Assist students with information, including resource referrals; Perform day-to-day office activities including, but not limited to: answering phones, making copies, scanning, data entry, informational document creation/updates, flyer design, and running errands around campus.

OFFICE WORKER| EUROPEAN AUTOMOTIVE SPECIALISTS| MAY 2019 TO JULY 2019

- The duties are to file paperwork, answer phone calls, create quotes, pay out customers for after repairs are complete. Also, to check emails and make sure to answer customer questions, setup appointments, and order parts for customer cars.

SERVER| FOOD TERMINAL| JANUARY 2019 TO MAY 2019

- The duties assigned are to serve customers their food and provide them with customer service. As well as, cleaning the assigned section at the end of the night which consists of sweeping, mopping, changing the grills, and wiping down tables.

HOSTESS| IRON AGE| MARCH 2017 TO AUGUST 2018

- The duties assigned as a hostess is to keep the entrance, and the front of the restaurant cleaned. If customers come to the front, they must check them out at the register. Also, making sure the girl's bathroom is clean and swept if needed. Towards the end of the night, collect menus from the tables and wipe them down. Also, close the register at the end of the night and count the money and count each servers' tips who worked that night.

VOLUNTEER/EXTRACURRICULAR ACTIVITIES

February 2020—Volunteered as a Conversation Partner for Japanese students from Kanda University

April 2019—Volunteered with the Art Department for NCUR 2019

September 2018 to Present— Kennesaw Animation Studios Society Member

January 2015 to May 2016—Society of Women Engineers

- Committee Head—SWERies—planned fun extracurricular activities for members
- Collegiate member—Attended Region D Conference-Cookeville, TN Spring 2015
 - Attended National Conference-Nashville, TN Fall 2015
 - Volunteered for Science Olympiad-Spring 2016
 - Volunteered at Children's Science Museum-Spring 2016