

# Miranda Morris

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## Professional Summary

An energetic worker with strong organizational abilities and communication skills, and a drive for excellence. Looking for an energetic workplace that will provide opportunities for growth with a sustainable workload and schedule.

## Skills

<ul style="list-style-type: none"><li>• Time management</li><li>• Good mediator</li><li>• Attention to detail</li></ul>	<ul style="list-style-type: none"><li>• Multitasking</li><li>• Fast learner</li><li>• Proficiency in Microsoft Office</li></ul>	<ul style="list-style-type: none"><li>• Organizational skills</li><li>• Problem Solving</li><li>• Competent in load-in and load-out procedures</li></ul>
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## Experience

*Starbucks, Perrysburg, OH; Greensboro NC; Bowling, Green, OH,  
Barista, May 2<sup>nd</sup>, 2021—Present*

- Promote the culture, value, and missions of Starbucks while providing excellent customer service
- Work under pressure and maintain a calm demeanor while accomplishing necessary tasks
- Maintains the store and anticipates the customer's needs
- Multi-tasker and able to perform many different tasks within the store during each shift
- Participated in and contributed to an initiative to get drive-through times down to 35 seconds

*The Cleaning Authority, Winter Garden, FL*

*Professional Housecleaner, June 24<sup>th</sup>, 2020—January 14<sup>th</sup>, 2021*

- Trained to use cleaning products to effectively clean a home, take out trash and recycling
- Trained in COVID safety precautions for entering, cleaning, and exiting people's houses
- Following a job ticket and doing any customer requests
- Driving to and from each house and logging miles and time spent driving

*North Carolina Theatre Conference (NCTC), Greensboro, NC*

*Fall Intern, September 1<sup>st</sup>, 2019—November 23<sup>rd</sup>, 2019*

- Created and assembled important documents for use in the NCTC State High School Play Festival
- Assembled a team of Adjudication Assistants for all eight of the regional sites
- Worked with the Director of Marketing to brainstorm potential ad clients
- Organized and distributed merchandise such as t-shirts, drawstring bags, and water bottles
- Coordinated volunteers to work various jobs at the State High School Play Festival and College Discovery Day

*7-11 Industries, Orlando, FL*

*Sales Associate, Cleaner, July 5<sup>th</sup>, 2019—August 17<sup>th</sup>, 2019*

- Cleaned building floors by sweeping, mopping, scrubbing, or vacuuming.
- Collected and correctly disposed of garbage and debris from ashtrays and trash cans
- Maintained knowledge of active promotions, exchange policies, payment policies and security practices.
- Built and maintained effective relationships with peers, management, and regular customers
- Arranged new merchandise with signage and appealing displays to encourage sales
- Answered incoming telephone calls to provide information about products, services, store hours, policies and promotions.

## Education

*Greensboro College Greensboro, NC*

Candidate for B.F.A. in Musical Theatre, Graduation May 2022

Minors in Business, Dance, Humanities, and Creative Writing

- Dean's List Fall 2018 through Fall 2021
- Published in *The Lyre*, the school's literary magazine, which won best of show that year
- President of the Student Honors Organization 2021-22, Facilities Coordinator 2020-21
- Member of the Title IX Sexual Misconduct Student Advisory Board