

# ACACIA JOHNSON

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## SUMMARY

Motivated and detail-oriented graduate student with a passion for leadership, teamwork, and problem-solving. I am skilled in managing projects, improving business operations, and helping teams work more efficiently. My experience made me into a strong communicator with a knack for organization and strategic thinking. Excited to bring my management skills to a dynamic workplace where I can make a real impact and continue learning.

## EDUCATION

**Tarleton State University**, Stephenville, TX

*MS in Management & Business Analytics*

December 2025

**Tarleton State University**, Stephenville, TX

*BBA in Finance*

## PROFESSIONAL EXPERIENCE

**Stephenville ISD**, Stephenville, TX

*Night Custodian*

Sep 2023 – Jun 2024

- Maintained 100,000+ sq. ft. of school facilities to keep a safe and welcoming environment
- Worked independently to complete 95% of assigned tasks on schedule, while helping larger projects
- Assisted in minor maintenance and facility upkeep, reducing the need for external repairs by 15%

**Staples Inc.**, Stephenville, TX

*Salesfloor Associate*

Apr 2023 – Sep 2023

- Assisted management in organizing \$50K+ in inventory and reducing shrinkage by 15%
- Provided tailored product recommendations, increasing customer satisfaction to a 10% boost in sales
- Processed 50+ transactions per shift, handling cash, credit, and returns with 99% accuracy

**Tarleton State University**, Stephenville, TX

*Business Strategy Capstone*

Jan 2023 – May 2023

- Led a team in developing strategic initiatives to improve customer engagement for a retail company
- Conducted market analysis and identified key business opportunities, increasing engagement by 20%
- Managed project timelines, delegated tasks, and ensured the successful execution of business strategies

**Tarleton State University**, Stephenville, TX

*Volunteer Income Tax Assistant*

Feb 2023 – Mar 2023

- Utilized IRS-certified tax software to process returns with a 98% accuracy rate to reduce the need for corrections
- Assisted in managing operations during peak tax season, maintaining high efficiency in service delivery
- Worked directly with clients, enhancing problem-solving and customer service skills

**Tarleton State University**, Stephenville, TX

*Econometric Research Project*

Aug 2023 – Dec 2023

- Led a research initiative analyzing global life expectancy trends, identifying key influencing factors
- Analyzed 50+ years of global life expectancy data using Gretl and Excel to identify key influencing factors
- Developed clear and actionable insights to support policy and business recommendations

## SKILLS & EXTRACURRICULAR

- **Leadership & Management:** Project Management, Team Leadership, Strategic Planning, Operations Management
- **Business & Finance:** Process Improvement, Financial Analysis, Business Strategy, Risk Management
- **Technical:** Microsoft Office Suite (Advanced Excel), PowerBI, CRM Tools
- **Soft Skills:** Communication, Time Management, Attention to Detail, Problem-Solving, Decision Making
- **Extracurriculars:** Theta Kappa Vice President & Treasurer, Classical & Jazz Trained Trombonist, Motorsport Fan