

AUTUMN KELLEY

EMERGING MEDIA (PENDING) MAJOR | ENVIRONMENTAL SCIENCE MINOR

404-996-8969 | Autumn.Kelley2024@gmail.com | <https://www.linkedin.com/in/autumn-kelley-8762a2328/>

SUMMARY

UCF Burnett Honors College Student, Emerging Media Major and Environmental Science minor, high school salutatorian, significant experience in the food service industry

EDUCATION AND CERTIFICATION

Pre-College Program | Ringling College of Art and Design June-July 2023

- Earned 3 college credits over 4 weeks
- Took classes in 2D, 3D, 4D, Figure Drawing, Motion Design, and Storyboarding
- Gained experience in Adobe Illustrator, Adobe After Effects, Z Brush, and Procreate

High School Diploma | South Paulding High School 2024

- Graduated Salutatorian with 4.0 GPA
- AP Scholar with Distinction
- Georgia Certificate of Merit (Recognize top 5% of Georgia high school juniors)

Student | University of Central Florida 2024-2028

- Burnett Honors College Student
- Asian Student Association (ASA) Member

Adobe Certified Professional in Visual Design Using Adobe Photoshop | Adobe 2025

SKILLS

Problem Solving | Communication | Teamwork | Leadership | Customer Service | Creativity | Adaptability

WORK EXPERIENCE

Waiter | Burke's Grill June 2022-Nov 2023

- Manage customer orders with efficiency and accuracy
- Provided exceptional customer service
- Collaborated with the kitchen staff to ensure timely delivery
- Resolved customer complaints, enhancing overall satisfaction
- Train new staff on customer service protocols improving team efficiency
- Facilitated a team-oriented environment that encouraged continuous improvement
- Eagerly engaged with guests to ensure a memorable dining experience

Bobarista | The Bubble Hut June 2024-Seasonal

- Managed customer orders with efficiency and accuracy
- Provided exceptional customer service
- Collaborated with the drink staff to ensure timely delivery
- Resolved customer complaints, enhancing overall satisfaction
- Train new staff on customer service protocols improving team efficiency
- Facilitated a team-oriented environment that encouraged continuous improvement
- Warmly interacted with guests to ensure a pleasant experience