**Elijah Mays**

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**EDUCATION**

**Washington State University** | Cumulative GPA 3.55 Pullman, WA

Pursuing Bachelor of Arts: Business Administration | Concentration: Finance August 2024

**Awards**: Distinguished Achievement Scholarship

**Green River Community College** | Cumulative GPA 3.76 Auburn, WA

Associate of Arts | Concentration: Biochemistry May 2022

**Awards**: Phi Theta Kappa Honors Society, Associate degree awarded

**PROFESSIONAL EXPERIENCE**

**All One PM |** *Property Management Intern* | Phoenix, Arizona November 2023- Present

* Support property managers in daily tasks such as administrative duties, tenant communication, and property inspections.
* Assist in maintaining property records, including leases, maintenance requests, and financial documents.
* Gain hands-on experience in various aspects of property management, including leasing, marketing, and tenant relations, under the guidance of experienced professionals.

**TopGolf |** *Bayhost / Server* | Glendale, Arizona October 2023- Present

* Provide exceptional customer service to guests using Topgolf bays, ensuring an enjoyable experience.
* Monitor and maintain cleanliness and organization of assigned bays, including equipment and amenities.
* Assist guests with game setup, explain rules and scoring, and offer tips to enhance their experience and improve their game.
* Top of Form

**Northwestern Mutual**| *College Financial Representative* | Phoenix, Arizona May 2023-August 2023

* Conducted financial analyses and provided recommendations for clients to achieve their financial goals.
* Built and maintained client relationships through consistent communication and follow-up, resulting in successful implementation of financial plans.
* Prospected for new clients through networking, referrals, and cold calling, exceeding sales goals and quotas.

**Panera** | *Shift Lead* | Maple Valley, WA May 2021-June 2022

* Trusted to manage and lead around 30 associates through daily tasks and duties.
* Trained new hires on key processes, while focusing on the care of the customer.
* Leveraged my strong leadership and communication skills to ensure clear roles, resulting in streamlined operations.

**ADDITIONAL EXPERIENCE (PROJECTS)**

**Property Management Assistant** | *Maintenance Assistant* | Tacoma/Renton, WA September 2020-May 2021

* Installed new flooring, appliances, shelves, cupboards, etc. Handled lawn care and interior as well as exterior design of property. Helped with all-around maintenance and renovation before new tenants occupied units.

**LEADERSHIP & PROFESSIONAL DEVELOPMENT**

**Management Leadership for Tomorrow** | *Career Prep Fellow* | Washington, D.C. March 2023-Present

* Recognized as one of 1,000 high-achieving diversified talent for an 18-month professional development program.
* Finish case studies and challenging projects in business to enhance your analytical, quantitative, and communication abilities.
* Attend seminars hosted by leaders in the finance industry such as Goldman Sachs, J.P. Morgan, and Morgan Stanley

**Washington State University** | Pullman, WA August 2022-Present

* Treasurer and Philanthropy Chair for WSU Sigma Nu
* Led a team through a data analysis project, learning and applying the data visualization app Tableau.
* Worked with classmates to create a presentation on the marketing strategies of a chosen company and analyze how they could improve.
* Collaborated with a classmate to develop an innovative new product and presented the pitch effectively to a crowd of simulated potential investors.

**AFFILIATIONS, SKILLS & INTERESTS**

**Affiliations:** Member of WSU Finance, Insurance, and Real Estate Club, and Management Leadership for Tomorrow

**Software:** Proficient in MS Office Suite, Adobe Photoshop and Illustrator, Tableau Data Visualization, Python, JavaScript

**Interests:** Securities Trading, Financial Modeling and Valuation Analysis, Social Media Marketing, Photography and Video Editing, Real Estate