

Caitlin Knedgen

Campus: 333 Charles Street, East Lansing, MI 48823
Permanent: 7795 Brighton Road, Brighton, MI 48116
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Education

Bachelors of Science, Biosystems Engineering

August 2014-May 2018

Michigan State University, East Lansing, MI

- GPA 3.3

High School Diploma

September 2010-June 2014

Brighton High School, Brighton, MI

- Summa Cum Laude Graduate
- 8 Consecutive Honor Roll semesters
- AP Scholar Award
- GPA 3.82

Work Experience

Michigan State University, Undergraduate Research Assistant

September 2016-Present

- Assisted graduate student in developing new research proposals
- Learned and practiced accurate lab techniques
- Demonstrated proper lab safety requirements to university standards

Vanity, Inc., Sales Lead

March 2016- September 2016

- Managed and maximized floor coverage to ensure business needs were met
- Ensured store reached quality monthly selling goals
- Interviewed and selected qualified applicants to properly staff the store to ensure labor percent goals were met
- Executed activities with a sense of urgency; using problem solving techniques to anticipate and overcome business obstacles

Stout Irish Pub, Server

June 2014-December 2015

- Advanced prioritization and time management skills when balancing needs of several customers at once
- Developed creativity and problem solving skills when resolving customer grievance
- Improved customer service skills by promptly and courteously addressing customers
- Demonstrated trustworthiness through handling of cash

Extracurricular Experiences

Alpha Omicron Pi, Greek Fraternity

September 2015-Present

- Internal Philanthropy Committee Member
- Planned and designed fundraising events for the National Arthritis Foundation
- Helped the chapter recruit and reach quota plus for the Fall 2016 pledge class