

ASHLEY JONES

ECONOMICS, B.A. | CLASS OF 2021

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SKILLS

Critical Thinking

Team Management

Positive Attitude

Problem Solving

Communication

Microsoft Excel

Microsoft Office

R Studio

STATA

EDUCATION

Bachelor of Arts in Economics,
Minors in Statistics & Analytics
and Environmental Studies

University of North Carolina at
Chapel Hill

Chapel Hill, NC

2017 -2021

PROFESSIONAL SUMMARY

I am a driven self-starter looking to join a dynamic organization in the business field. Upon graduation in May, I plan to utilize my degree in economics and previous internship experiences as a foundation for starting my career. Additionally, my involvement with on-campus organizations, such as the Alpha Chi Omega sorority and the Panhellenic Council, has allowed me to focus on my leadership, collaboration, and time management skills to ensure my ability to make an immediate impact in a team setting.

PROFESSIONAL EXPERIENCE

CROSS FUNCTIONAL INTERN | J.W. Jones Lumber Company, Inc. | Elizabeth City, NC | Summer 2020

J.W. Jones Lumber is the parent company of Mackeys Ferry Sawmill and J.W. Jones Chip Mill, with an annual revenue of \$24.6M.

- **KEY RESPONSIBILITIES AND ACHIEVEMENTS**

- Worked alongside the head bookkeeper processing AP checks and balancing accounts for both J.W. Jones and Mackeys Ferry Sawmill.
- Challenged with finding solutions to prospective equipment investments and determining whether past investments were profitable.

OCEAN RESCUE LIFEGUARD | Duck Surf Rescue | Outer Banks, NC | 2018 – 2020

Primary agency responsible for maintaining the safety along 12 miles of densely populated Northern OBX beaches and the Southern OBX beaches registered as National Parks.

- **KEY RESPONSIBILITIES AND ACHIEVEMENTS**

- Communicating and taking preventative measures to decrease risk both on the beach and in the water; 500+ advisories daily.
- High attention to detail along with daily reports and being prepared to take action based on observances.
- Assisted the Captain with training groups of 20+ new guards throughout the 2020 season.

OPERATIONS INTERN | Joe Lamb Jr. & Associates | Kitty Hawk, NC | Summer 2019

Joe Lamb is a top rental agency serving the Outer Banks area for more than 50 years with the responsibility of 500 properties.

- **KEY RESPONSIBILITIES AND ACHIEVEMENTS**

- Assisted the senior accountant with invoice processing for each rental property.
- Became well versed with the check-in system and the organization of records for each rental property homeowner.