**Bea Renner**

[blrenner23@gmail.com](mailto:blrenner23@gmail.com) | 810.423.2456 | [LinkedIn](http://www.linkedin.com/in/bea-renner)

**EDUCATION**

**Western Michigan University -** *Cumulative GPA: 3.81* Kalamazoo, Michigan

*Bachelor of Science* Est. Graduation: June 2026

**Major**: Cybersecurity │ **Minor**: Criminal Justice

**Honors/Awards:** Dean’s List

**Relevant Coursework:** Data analysis using R, ethics in cybersecurity, Microsoft 365, intro to criminal justice, criminology, applied research in criminal justice

**EXPERIENCE**

**Western Michigan University** August 2023 - present

*Office manager* Kalamazoo, MI

* Facilitate the timely and organized delivery of important confidential documents and messages
* Monitor incoming phone calls and inquiries,
* Manage company email while maintaining high level of communication skills
* Assist students with delicate issues while adhering to strict confidential standards

**96th District Court**  Oct. 2022 – Dec. 2022

*Drug Screener* Ishpeming, MI

* Followed safety and procedural protocol while testing individuals on probation for drugs in their system
* Demonstrated great attention to detail in order to correctly identify and read labels
* Filled out corresponding paperwork in clear organized manner, and faxed paperwork to designated individuals

**Western Michigan University** Jan. 2024 – Present*Cold Case Program*  Kalamazoo, MI

* Determine the feasibility of DNA testing utilizing forensic science, law, and criminal investigation tactics.
* Partner with police detectives to review cold homicide and missing person cases.
* Assist detectives in conducting research that supports their investigation.
* Practice hands-on investigative to develop a deeper understanding of the criminal justice system.

**LEADERSHIP & PROFESSIONAL DEVELOPMENT**

**Girl Scouts**  2016 – April 2022 *Member* Davison MI

* Engaged with schools through educational and interactive activities
* Facilitated engagement with the elderly through crafts and Christmas events
* Volunteered at food drives, clean up services, and local food banks

**Robotics Team** 2010 – 2020

*Member*  Davison, MI

* Gained a foundation in basic engineering, and assisted with basic coding tasks and the marketing efforts
* Formed alliances with other teams, engaged in collaborative activities, and participated in competitions

**SEO Career**  Mar. 2023 – Present

*SEO EDGE Participant*  New York, NY

* Achieve targeted interview, technical, and professional developmental goals via online learning
* Obtain a knowledge of business fundamentals to compete successfully for internship opportunities
* Complete industry-specific training focused on developing technical skills and institutional knowledge,