

Hicey Austin Cook

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Education

Florida State University, College of Business

Bachelor of Science: Management

July 2016-May 2020

Minors in: Biological Sciences, Psychology

Scholarship: Bright Futures Florida Academic (100% tuition)

Technical Skills

CSPO Certification - ScrumAlliance *to be completed by Aug. 15th

Js MERN Stack - UCF Full Stack Bootcamp (1000 hours)

Python for Data Science and AI, *IBM Coursera Specialization*

IBM's SPSS Statistics for Data Science

Experience

Corporate Secretary/Accountant: *Cook Brothers, Inc.* **August 2020-**

- Direct all payroll and benefits cash flow
- Maintain 3 cash accounts, including investment account; AUM in excess of \$1M
- Oversee and implement all benefit changes
- Create comprehensive training procedures for each position in the company
- Execute and maintain all corporate filings, documents, and reports
- Plan and develop current and future business strategy

Product Analyst Intern: *PlanSource*

July 2020- August 2020

- Assisted in the ongoing development and additions to the marketing strategy for PlanSource's cloud-based services and products in the Benefits Administration team
- Analyzed internal and market data to continually improve products and compare them to industry trends
- Partnered with UI/UX designers to define a products user experience and user test prototypes with customers
- Wrote analysis reports and assisted in writing epics for upcoming product roadmaps

President: *Campus Greek Organization – Florida State*

November 2018-August 2019

- Managed our regular operations and annual budget of over \$335,000 as the head decision-maker
- Overturned the financial standing of our organization by bringing it out of a \$60,000 debt into a surplus
- Proposed and negotiated new financing of the organization's property management
- Designed and new strategies and standards for the future of our organization's finances, academics, and overall structure. This immediately raised our average GPA and member retention rate

Marketing Specialist/Bartender: *The Strip Entertainment Group* **November 2018-August 2019**

- Initiated a bar group's efforts to open and profit on Thursdays, a day that was previously unprofitable
- Analyzed the existing market to create a profitable competitive strategy