

KELSEY MARCOTT

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CAREER OBJECTIVE

To secure a challenging and rewarding position in which I can utilize my excellent written communication skills and high work ethic.

EDUCATION

San Francisco State University, San Francisco.

May 2019 - May 2021.

Bachelor of Arts, English-Linguistics

SKILLS

Languages German (Proficient), Spanish (Beginner).

Computer Python, Excel, Google Suite.

WORK EXPERIENCE

San Francisco State University — TA

January 2021 - May 2021

- Teaching Assistant for ENG 420: Introduction to Linguistics.
- Provided office hours and assistance to over 80 students.
- Evaluated and graded papers, and provided constructive feedback.

Copperfield's Books — Bookseller

2019 - Present

- Created training documentation for shipping and receiving procedures and workflow.
- Provided friendly and knowledgeable customer service.
- Accurately handled cash transactions.
- Input daily sales data into company accounting spreadsheet

Copperfield's Books — Assistant Store Manager

2017 - 2019

- Responsible for team management on sales floor.
- Implemented changes to consignment program that resulted in increased organization and efficiency.
- Frequently communicated with book and sidelines buyers.

PROJECTS

Educative.io

Contributed to Educative's Edpresso series of short form articles.

Old English Translator

Assembled a corpus of Modern English and Old English text and created a machine translator.

TED Talk Popularity

Analyzed data from over 3000 TED Talks to create a model to predict a talk's popularity.

ACADEMIC ACHIEVEMENTS

- Dean's List Spring and Fall 2019, Fall 2020, Spring 2021
- Semester abroad at Aarhus University in Aarhus, Denmark