

KIANNA EDDY

(607) 227-2312 | Brooklyn, NY | kme9504@nyu.edu

EDUCATION

New York University, Tandon School of Engineering, Brooklyn, NY

September 2021 - Present

Major: B.S. Business and Technology Management

Ithaca Senior High School, Ithaca, NY

June 2021

GPA: 3.76

Advanced Regents Diploma

EXPERIENCE

Antlers Restaurant, Ithaca, NY

Server

July 2022 - August 2021

- ❖ Maintaining knowledge of fluctuating menus and citing detailed specials and items to customers
- ❖ Accurately recorded food and drink orders while running multi-course meals
- ❖ Directed customers to meal add-ons and specialty drinks of perceived value to increase sales

Busser

July 2020 - February 2021

- ❖ Sanitization of various surfaces to ensure safety of customers and staff
- ❖ Clearing of dishes and utensils from tables to provide a neat environment for customers
- ❖ Tending to essential needs of customers to provide them with an enjoyable and comfortable experience

Ithaca Dentistry, Ithaca, NY

Receptionist

June 2019 - September 2019, June 2020 - September 2020

- ❖ Answered the phone to provide scheduling assistance to patients
 - ❖ Cooperated with other workers to maintain a safe and balanced workplace
 - ❖ Provided patients with any needed details about procedures within the offices as well as addressing any concerns
 - ❖ Operated a computer cashier system to collect payment from patients
-

LEADERSHIP/PROFESSIONAL AFFILIATIONS

Black American Scholarship Award: *Recipient, April 2021 - Present*

College Discovery Program: *Program member, Ithaca, NY*

July 2014 - June 2021

Ithaca Girls Basketball: *Team member/Captain. Ithaca, NY*

November 2015 - February 2020