

# Parris Sneed

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## EDUCATION

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### **Sam Houston University**

*Bachelors of General Business Administration*

**Huntsville, TX**

*Anticipated Graduation May 2023*

Relevant coursework

- Managerial Accounting Fall 2022
- Supply Chain Management Spring 2022
- Principles of Accounting Fall 2021
- Operations Management Fall 2021

## WORK EXPERIENCE

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### **Keep Trying Beauty**

*Owner*

**Arlington, TX**

December 2020 to Present

- Manage business and social media accounts to increase consumer base by maintaining over 20,000 monthly views.
- Source and maintain over 20 jewelry products ensuring consistent quality.
- Organize business information and marketing efforts by utilizing Microsoft office, Shopify, and Canva.

### **Delivery Driver/ Customer Service**

*Self Employed*

**Dallas, TX**

May 2019 to Present

- Review 10 catering orders per day by confirming all orders are accurate and complete prior to departure to ensure customer satisfaction.
- Correspond and build positive relationships with 3 major vendors.
- Respond to customer inquiries via phone or in-person within 10 minutes to ensure timely communication and secure a 100% on-time service rating.
- Achieved priority worker status for maintaining high performance and customer satisfaction.

### **McDonald's**

*Cashier / Customer Service*

**Arlington, TX**

March 2016 to July 2018

- Serviced 1,000 customers per week by performing customer service duties to build excellent rapport and loyal customers.
- Assisted coworkers with new and daily tasks by encouraging communication to ensure timely completion.
- Articulate store updates to team members to secure a smooth shift transition and timely communication.
- Collaborated with corporate Director of Operations, regional GM, and Shift Leads to pinpoint opportunities for streamlined processes.