

Rachel Bradley

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EDUCATION

University of Arizona, Eller College of Management

Tucson, Arizona

Bachelor of Science in Business Administration

- **Major:** Business Economics
- **Honors:** Dean's List with Distinction, Dean's List, Wildcat Excellence Scholarship Award, Silver and Sage Scholarship

University of Arizona, Continued and Professional Education

Tucson, Arizona

UX/UI Bootcamp Certification

PROFESSIONAL EXPERIENCE

Flying V at Loews Ventana Canyon Resort

Tucson, Arizona

Backend and Frontend Server

September 2018 – Present

- Oversee guest needs at a 4-star luxury resort restaurant to ensure all guests have water, orders are correct, special requests are met, allergies and health concerns are taken care of, and tables are cleared and set for next guest party by time of arrival
- Responsible for keeping cleanliness of serving station, food and health safety requirements met, and tables kept ready for guests before open
- Successfully trained over 10 new staff members with proper restaurant etiquette and procedures
- Develop thorough knowledge of new menu items every season, including gourmet food, drink items, and wine pairings
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Morningstar, Inc.

Sydney, Australia

Summer Intern

May 2019– August 2019

- Assisted in recruiting 430 participants for various research studies by creating and sending out emails and online surveys to Morningstar premium members
- Conducted a month-long researched project to find out how to guide individual investors towards long-term investing practices through the display of information and knowledge tools
- Edited editorial pieces for the Morningstar website by checking grammar, calculations, and spelling
- Updated boss and team daily to give updates on the progress and sources of the project

SKILLS & INTERESTS

Skills: AdobeXD, Figma, InVision, Excel, UX Research, UI Design, Wireframing and Prototyping,

Interests: App and Website Design, Fictional Reading, Solving Puzzles, Yoga, and Traveling

