

# Jaylen A Bennett

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## OBJECTIVE

In search of career opportunities in marketing, logistics, customer service, and business related fields. I'm self-motivated and driven to achieve my goals. My greatest strengths rely on my Resilience, teambuilding and communication skills while handling difficult processes.

## EDUCATION

2015-2020

**Bachelor of Business Administration in Marketing, University of Central Oklahoma, Edmond Ok.**

Related coursework in: logistics, business communications, Operations Management, Human Resources, Business Law.

## RELATED EXPERIENCE/CAREERS

**Entry Level Sales Agent**

2020

Former Team lead who aided in problem solving while also teaching the different methods of sales, planning, and execution.

## RELATED SKILLS

**Computer skills:** Microsoft Office- knowledge of the basic structure of presenting business layouts through a PowerPoint. This also includes creation and editing. Novice at excel spreadsheets, do have some experience.

**Social Media skills:** effective at the use of Facebook and Instagram in a business setting, LinkedIn

**Performance Skills:** Persuasion, leading, training, and strong communication.

## WORK HISTORY

**Retail Assistant Manager**

Jan-December 2021

**Opolis Clothing Company**

- store manager and working the entire store on certain days weekly. assisted guests in questions pertaining to inventory, online buying and selling, and ringing them up through the POS register for their shopping items. Stocked, tagged, and priced items to be put on display for sale.

## **Retail Buyer**

**Jan-October 2022**

### **Buffalo Exchange**

- Buying and examining clothes for exchanges made in the store.
- Cashiering and tagging items within Buffalo's inventory and hanging clothes up while interacting with guests.
- Setting up appointments for buyers to meet within the week or day for the exchange.

## **Bartender/Server**

**June-Present 2022/23**

### **Carla LIC(Long Island City)**

- Maintained the front of house multitasking in different areas of the floor.
- Bartending/hosting/serving/bussing/answering phone calls/customer interaction all within the same shift.
- POS knowledge for transactions involving pay, orders, and reservation settings.
- Weekend managing and making decisions based on performance and/or conflicts among guest/employees.

## **Fashion/Commercial Model**

**Feb-Present 2023**

### **Famous Talent Management/Dancho Models**

- Lifestyle/Commercial/editorial Model who has shot for International Brands with Runway Experience.
- Worked closely and have communicated ideas with Photographers, Designers, Stylist, and Makeup Artist.

## **ACHIEVEMENTS**

- **CFDA Accredited Model**
- **Justin Haynes x Adidas Collaborative Runway Model.**
- **Volume Sales Leader March/June 2022 (Buffalo Exchange)**