

# KATE MURPHEY

Clarksdale, MS 38614

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## Profile

Results-driven, passionate individual seeking a position of employment with a business in need of an employee who is exceptionally motivated, organized, skilled, and committed to working well with others. Proficient in Microsoft Word, Google Docs/Sheets, Excel, and Social Media.

## Education

May 2023

**Mississippi State University, Starkville, MS**

*Bachelor of Science in Interdisciplinary Studies*

*Emphasis areas in Business and Psychology*

## Experience

Retail Sales Worker

**Willow Botanical and Goods, Clarksdale, Mississippi** May 2020 - March 2021

- Assisted with day-to-day business operations
- Provided exceptional customer service, always friendly and accommodating
- Efficiently took and filled orders and made deliveries
- Helped with inventory management and various other tasks assigned
- Proficiently processed payments using Square Payments
- Opened and closed the store on a daily basis

Leasing Agent

**The Vista, Starkville, Mississippi** April 2021 - May 2022

- Negotiated leasing terms with the goal of closing deals
- Prepared lease documents and ensured the accuracy of all paperwork
- Showed apartments to prospective tenants and answered property questions
- Communicated effectively to develop and maintain strong client relationships
- Advertised available spaces on social media and other marketing platforms

Fashion Modeling

**DSquared - Starkville, Mississippi / KutWorks - Cleveland, Mississippi / HSquared - Cleveland, Mississippi / Amelia Grace Bridal - Grenada, Mississippi**

- Presented clothing, designs, and products for magazines, advertisements, and shows
- Fashion model for Fashion Board

## Awards and Organizations

Member of Phi Mu Fraternity

Academic Dean's List Mississippi State University