**Hunter S. Newman**

*(252) 269- 0575*

*nwmnmgmt@gmail.com*

**EDUCATION**

**University of North Carolina Chapel Hill** - Interdisciplinary Studies

 2018 - 2020

**University of North Carolina at Asheville** -

Health & Wellness

2016 - 2018

**WORK EXPERIENCE**

* **UNC Chapel Hill Athletic Assistant**

(Jun 2018 - June 2020)

Duties:

- Coordinated scheduling and marketing strategies with athletic department and football/track teams

- Managed on/off field operations for players including gear organization

- Facilitated game time experience for recruited athletes as well as friends/family of current ones

- Assisted with data entry for both athletic training and equipment management

* **Enterprise Rent-A-Car Manager (Los Angeles/LAX)**

 (Sept 2020 - Jan 2024)

Duties:

- Managed daily operation of staff and facilities for Enterprise Mobility’s 2nd largest location globally while caring for customers and their ever changing travel needs

- Balancing financial books and reports for monthly performance

- Managed relationships with body shops, insurance companies, and vendors for required operation supplements.

- Operated a team of 75 individuals across front desk, exit booth, returns, and car preparation

- Taught customer facing staff expectations, underwriting regulations, and followed up regarding completion of tasks

**SKILLS & ABILITIES**

* Customer Service in travel/tourism
* Efficient/Productive operation in high pace/volume work environment
* Business to Business Relationships
* Employee Scheduling
* Contract management/adherence for accounts

**VOLUNTEER WORK**

* Monarch - Special Education
* Volunteer United Way
* UNC Asheville Food Equity Initiative

 **AWARDS / HONORS**

* Eagle Scout
* National Honor Society
* Enterprise Mobility Highest Ranked Matrix Manger in Group 32 (Southern California) in 2021-2023

 **REFERENCES AVAILABLE UPON REQUEST**