**Mandie R. Carey**

7281 CR 84 Findlay, Ohio 45840

419.957.5612

[mandie.carey@gmail.com](mailto:mandie.carey@gmail.com)

Resourceful, high energy person, seeking to obtain a position in efforts of improving my qualifications through growth and hard work.

**EDUCATION**

Bowling Green State University

Bachelors of Science in Education

Event Planning and Tourism

Graduated December 18, 2010

**EMPLOYMENT EXPERIENCE**

Buffalo Wild Wings (Bowling Green Ohio*) October, 2007 - August, 2008*

**Customer Service**

Responsible for:

* Taking and serving orders to customers
* Money transactions with balancing at the end of the shift
* Time management, organization and prioritizing orders
* Open and close of restaurant

Sky Bank *(Bowling Green Ohio) May, 2007 to August, 2007*

**Customer Service Representative**

Responsible for:

* Money transactions
* Customer confidentiality
* Balancing drawer
* Safety deposit boxes
* Working drive thru

Stone Ridge Golf Club (Bowling Green Ohio) *June, 2009 to August, 2009*

**Server/Banquet**

Responsible for:

* Taking orders
* Serving food
* Operating JONAS computer system
* Setting up and tearing down for meetings, events, weddings, and golf outings
* Working weddings, golf outings, meetings, and banquets
* Knowing each member by name and face

Bath and Body Works (Maumee Ohio) *November, 2009 to June, 2010*

**Sales Associate**

Responsible for:

* Assisting customers
* Opening and closing the store
* Cash transactions
* Meeting daily and monthly goals
* Stocking the shelves

Primrose Retirement Communities (Findlay Ohio) *Dec.2009 to Dec. 2010*

**Marketing and Events Intern**

Responsible for:

* Assisting the Community Manager with daily duties
* Marketing the building throughout the community
* Planning and implementing events within and outside the building
* Updating AL Wizard
* Give tours of the facility to prospective residents
* Daily sales calls
* Meetings with different organizations in efforts of building a working relationship
* Developing a 30-60-90 marketing plan
* Communicating with Corporate managers
* Create items to leave places in efforts of getting more awareness
* Complete Competitive Analysis and meet with other facilities in our market and compare

**ACTIVITIES**

American Marketing Association, Bowling Green State University Chapter

Fall 2009-Present

Independent Mary Kay Consultant

October, 2009- Present