Katherine Joyce Adcock

377 Lee Rd 415

Auburn, AL 36830

(334)-363-0443 Home

(334)-319-5044 Cell

KJAdcock@crimson.ua.edu

**Education:**

**Stephen Decatur High School** (2006 Graduate)

Berlin, MD

**Southern Union State Community College** Associates of Science Degree (July 09)

Opelika, AL

Science Transfer student

Major in Food and Nutrition/ Dietetics

**The University of Alabama** (August 2010-Currently enrolled)

Tuscaloosa, AL

Majoring in Food and Nutrition/Dietetics

**Employment:**

**Ol’ Colony Golf Complex** (August 2010-Currently working)

Tuscaloosa, AL

Supervisor: Anna Xenakis (205)-562-3202

Job- Catering Operations, Open/Close Food and Beverage, Food and Beverage Attendant, Beverage Cart Girl

Duties-: Training new staff, Open/Closing the food and beverage area, Cash Handling, running a register, assisting with catering events, and bartending, beverage cart sales.

**Auburn Links Golf Course**  (July 2009-Currently employed)

Auburn, AL

Job-Catering Operations, Food and Beverage Attendant, Pro-Shop Attendant, Beverage Cart Girl

Supervisor: John Karabasz (334)-887-5131

Duties: Training new staff, Open/Closing the pro shop and food and beverage area, Cash Handling, running a register, assisting with catering events, beverage cart sales, and bartending.

**Dicks Sporting Goods** Jan 09-June 1, 2009

Opelika, AL

Title- Sales Associate

Supervisor: Randy Griggs (706)-315-1027

Duties: Customer Service and shipment handling

**Carter’s** 2004-2006 and March 08-Jan 09

Ocean City, MD

Title- Assistant Manager

Manager- Kathy Corcoran (410)-213-0599

Duties: Open/Close store, train and lead staff, conference call with district, scheduling, merchandising, customer service, cash management, and running the cash register.

**GNC** October 07-July 08

Ocean City, MD

Title- Key holder

Manager- Jane Meneley (410)-213-9523

Duties: Open/Closing store, Running the cash register, customer service, knowledge of the Products in the store and knowing how each product can be most beneficial to the customer.

**Interest and Skills:**

 I have taken computer courses in college and am very familiar with Microsoft Office as well as the internet. At almost every job I have had, I have held a leadership and or key holder position. I am constantly in search for a way to better the business I am working for and take initiative to do so without being asked.  I am great at multi-tasking and will do every job to the best of my ability. I have a great personality as well as customer service skills. Meeting and being around people is something that I not only love, but look forward to doing every day.