Logan Gise

New Braunfels, TX 78130
Phone: (512) 781-3625 ● Email: giselogan12@gmail.com

Summary

Highly motivated and dedicated professional with a strong work ethic
Excellent technical, analytical, and problem-solving abilities
Well-developed communication and interpersonal skills
Strong organizational and time management abilities with attention to detail
Extensive experience on the computer and learns new programs quickly
Computer Skills: MS Office (Word, Excel, Access, Power Point)

Education

TEXAS STATE UNIVERSITY - SAN MARCOS
Bachelor of Science in Applied Sociology, May 2017
Minor in Women Studies
Major GPA: 3.40/4.00
Coursework included: Quantitative Research, Qualitative Research, Statistics for the Behavioral Sciences, Sociological Theory, Applied Data Analysis

Special Projects:

Qualitative Research – Required to collect and analyze in-depth data and write a research report.

Quantitative Research – Conducted a secondary analysis of existing survey data from the General Social Survey (GSS).

A 300-hour internship accompanied by a writing intensive course.

Experience

The Winfield Inn, Kyle, Texas   January 2017 – Present

Event Coordinator Intern

Assist in organizing and coordinating all aspects of events
Participate in site tours
Update client proposals for wedding budget estimates
Manage inventory stock of wedding supplies and decorations
Maintain vendor contact for event days

William Edge Salon, New Braunfels, Texas   October 2016 – Present

Front Desk Operations

Use computer booking software to schedule and manage appointments
Consults with clients to sell salon products
Manages floor stock and inventory of products
Deliver outstanding service, exceed expectations and build long-term loyalty