**Keira A. Church** keira.church@temple.edu

 *4044 Marion St |Erie| PA | 16510 | 814-520-7306*

**EDUCATION**

TEMPLE UNIVERSITY – Fox School of Business, Philadelphia, PA

*Bachelor of Business Administration*Graduation: Month 2027

Major: Business and Management | GPA: 3.63

Selected Courses: Business Seminar 1, Legal and Ethical Reasoning, Leadership and Organizational Management

**ACTIVITIES**

**Dance Instructor**, Long’s School of Dance September 2021 – June 2023

* Choreographed dances for students enrolled to perform at the end-of-year performance.
* Created a positive learning environment for students.

**PROJECTS**

***Build a Case Project,***

*Leadership, and Organizational Management*

 October 2023- November 2023

* Collaborated with 5 other students to conduct a business case to determine why our team’s selected artist will gain maximum longevity.
* Created a PowerPoint focusing on business aspects learned in class and presented it on Zoom.

**EXPERIENCE**

WHITE LODGING, Erie, PA May 2023 – present

***Server***

* Cater food and beverage services for 100+ guests at a fine dining restaurant.m
* Serve in a fast-paced environment while attending to 6 tables at a time.
* Prioritize customer satisfaction through attentive and courteous service leading to over $1,000 in sales daily.

 TARGET, Erie PA November 2021-April 2023

***Guest Service Associate***

* Performed mobile pick-ups at a retail corporation to 50+ guests daily.
* Provided drive-up services to customers in under 3 minutes.
* Addressed guests needing assistance with returns or any questions to 50+ customers daily.

**SKILLS**

Software: Microsoft Word, Excel, PowerPoint

Certifications: Food and Beverage Certification