



# XAVA MANALL

## CONTACT

 Philadelphia, PA 19122

 (856)-857-5214

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## SKILLS

- Microsoft 365
- Social Media Management
- Canva
- Photoshop
- ProCreate
- Adobe
- Email Marketing
- Advertising
- Project Support
- Public Speaking
- Communication Tools
- Photo and Video Editing

## EXPERIENCE

April 2021 - August 2023

**Barista Starbucks**, Millsboro, DE

- Contributed to store profitability by monitoring inventory levels, placing orders as needed, and minimizing waste.
- Improved barista skills through one-on-one training sessions and practical demonstrations.
- Enhanced customer satisfaction by efficiently preparing and serving high-quality beverages.
- Managed time effectively to balance both front-of-house tasks and back-of-house responsibilities during busy periods.

September 2020 - August 2023

**Social Media Manager Debbie Balick, Holistic Coach**, Milton, DE

- Increased brand awareness by developing and implementing effective social media strategies.
- Boosted engagement rates with the creation of compelling and visually appealing content.
- Managed multiple social media platforms, ensuring a consistent brand voice and message.

## EDUCATION

Expected in May 2027

**BBA Marketing**

**Temple University**, Philadelphia, PA

- [Undergraduate Tuition Scholarship] Awarded on behalf of Temple University
- [Goldfield Scholarship] Awarded on behalf of the Fox School of Business Honors Program
- Relevant Coursework: Statistics & HRM
- 4.0 GPA
- BHSA Member
- TU-AMA Member

June 2023

**High School Diploma**

**Cape Henlopen High School**, Lewes, DE

- Honor Roll [2019-2023]
- Awarded three scholarships on behalf of Cape Henlopen High School
- Relevant Coursework: High School Level Marketing & Accounting
- 4.0 GPA
- Extracurricular Activities: Painting, Drawing, Digital Art
- DECA Member
- National Art Honors Society Member
- Summa Cum Laude graduate