

Allie M. Byrum

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EDUCATION

Virginia Polytechnic Institute and State University, Blacksburg, VA

BS in Business in Finance: Financial Planning and Wealth Management Major

Expected Graduation: May 2026

Overall GPA: 3.50/4.00

Dean's List: Fall 2022, Spring 2023, Spring 2024

WORK EXPERIENCE

Newport News Shipbuilding, Newport News, VA

May 2024 - August 2024

Business Management Intern

- Developed and managed a Problem Log (PLOG) Plan of Action Milestone (POAM) to improve product quality
- Imported data from several sources into Excel and analyzed it in order to enhance key performance indicators and drive performance improvement for detail planning
- Participated in multiple shop and ship tours to understand shipyard operations
- Effectively facilitated training sessions for the office by considering other team meetings and employees' schedule
- Actively participated in several engagement activities to establish familiarity with coworkers

Fords Colony Country Club, Williamsburg, VA (Seasonal)

June 2022 - August 2023

Beverage Cart Attendant

- Responsible for building relationships and enhancing member experience by providing excellent customer service to members and guests
- Provided timely coverage of assigned golf course by visiting each group every four holes while maintaining communication with other attendants and management
- Analyzed and updated inventory of the beverage cart throughout the day to best serve the golfers needs
- Collected payments and precisely reconciled daily business at the conclusion of each shift to guarantee accurate financial records

Home Goods, Williamsburg, VA

June 2021 - August 2021

Cashier, Floor Attendant

- Effectively communicated with customers to assist in shopping, location of products, and providing solutions to household needs
- Managed cash and credit transactions while providing a fast and friendly checkout experience
- Organized and distributed inventory throughout the store to include building new marketing displays
- Mediated customer conflict by finding an immediate solution and referring them to the proper personal

Continental Pools, Williamsburg, VA

June 2020 - August 2020

Lifeguard

- Supervised swimmers to ensure the safety of guests while enforcing pool rules and regulations
- Responded to emerging safety situations swiftly and administered first aid when necessary
- Performed pool chemical checks and ensured surrounding area is clean and has an orderly appearance

ACTIVITIES

Financial Planning Association

Fall 2024 - Present

- Volunteered at a local elementary school to teach students about the stock market

Collegiate Women in Business Club

Fall 2023 - Present

Kappa Kappa Gamma Sorority

Winter 2023 - Present

- Served on the new member committee in addition to raising money for the JED Foundation and NAMI

Finance for Females Club

Fall 2023

Intramural Field Hockey

Spring 2023

SKILLS AND TRAININGS

- Proficient in collecting data in Power BI and numerous access databases (i.e. Universal Planning Tool)
- Completed several EVMS (Earned Value Management System) courses to understand cost and scheduling performance with NNS
- Proficient in using Microsoft Office: Excel, Word, PowerPoint to organize, present, and analyze data