

Kathryn Dillon

(319)-404-6175 | ksdillon@iastate.edu | LinkedIn: [linkedin.com/in/kathryn-dillon](https://www.linkedin.com/in/kathryn-dillon)

PROFESSIONAL SUMMARY

Highly collaborative Management and International Business student interested in creating an environment where inclusivity and teamwork are appreciated. Expertise in managing and operating a profitable store with under twenty employees. Seeking a summer 2023 internship where problem-solving skills can lead to a more high-functioning environment.

EDUCATION

Iowa State University May 2026
Double Majoring in Management (B.S.) International Business (B.S.)
Minor: Spanish
GPA: 3.75/4.00
Dean's List Fall of 2022
Ivy College of Business Scholarship Recipient Spring 2023

INTERNSHIP EXPERIENCE

NIVO Solar, Ames, Iowa *September 2022-Present*
Sales Representative

- Interacted with homeowners to educate them on the benefits of solar
- Communicated with higher-ups to set times to meet with potential clients

MANAGEMENT EXPERIENCE

Cones and Cups, Sumner, Iowa Summer 2018- Summer 2022
Store Manager

- Lead and onboard 20 employees to increase the store's profitability
- Develop new and more efficient cleaning techniques for the store's machines and prep area
- Create new recipes for flavors each week to feature on business social media platforms
- Schedule different business-affiliated employee retreats to lead and develop staff

LEADERSHIP

Student Alumni Leadership Committee (SALC) Fall 2022
Collegiate Women in Business – *Active Member* Fall 2022
Geoffroy Resident Hall - *President* Fall 2022

- Elected position by floor peers
- Organize and facilitate weekly meetings to discuss initiatives and needs

ADDITIONAL WORK EXPERIENCE

Red Lobster, Ames, Iowa *January 2023- Present*
Server

- Helped teach and train business-affiliated sanitization techniques, closing procedures, and overall, how to improve their performance
- Interacted with customers to meet their needs

SKILLS

- Knowledgeable in Microsoft Office (Excel, Word, PowerPoint, Outlook, Teams)
- Proficient with using POS devices (point of sale)
- Virtual Platforms: Zoom, Webex
- Social Media Platforms (FB, Instagram, TikTok)