

# KENDALL JONES

Kendall\_jones2@baylor.edu | 817-781-2323

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## SUMMARY

Equipped with a sponge-like personality to constantly absorb knowledge and strategically apply to the task at hand. Motivating to those around through friendly competition and daily encouragement. Understands the significance of constant communication with coworkers and customers alike. Knows that the ability to maintain these two types of relationships is a crucial aspect of conducting business successfully. Desires to learn daily and excel in a professional environment.

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## EDUCATION

### Baylor University

Bachelors of Business Administration  
Majors: Marketing and Management  
Cumulative GPA: 3.3/4.0

Graduation Date: May 2019

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## EXPERIENCE

### Whitley Penn LLC Marketing Intern

Whitley Penn LLC – Dallas, Texas

May 2018 – August 2018

- Managed marketing communications, advertising, public relations, and corporate event planning alongside a team to ensure that the company itself and its accountants are able to build their brands under the Whitley Penn umbrella
- Applied skills involving the Adobe Creative Suite to the professional setting

### Research Lab Administrator

Baylor University – Marketing Department – Waco, Texas

August 2017 – Present

- Administers and proctors marketing research studies in the behavioral lab on behalf of researchers.
- Collects data for researchers who then write papers in order to get published in academic journals.

### Sewell Automotive Companies Intern

Sewell Village Cadillac – Dallas, Texas

May 2017 – August 2017

- Rotated through each department of the company working alongside, and gaining knowledge from expert mentors in Finance, Marketing, Sales, Service, and upper management.
- Focused on cultivating an excellent customer experience through face-to-face interaction, CRM online communication, and personal telephone calls as described in Carl Sewell's book: *Customers for Life*.
- Spent the last 2 weeks of the summer applying the entire sales process from beginning to end, to sell 2 Cadillacs alone.

### Student Life Center Fitness Attendant

Baylor University – Campus Recreation – Waco, Texas

August 2015 - Present

- Cleaned equipment and ensured that all of the patrons are use the machines correctly
- Prioritized customer service above all and worked to make everyone feel welcome

### Camp Ozark

Campus Representative – Baylor University

October 2015 – May 2017

- Communicated and recruited students at Baylor University to work at Camp Ozark in the coming summer
- Represented Camp Ozark's goals and values on campus in an effort to form relationships with prospective counselors

Summer Counselor – Mt. Ida Arkansas

- Empowered girls through sports and fellowship to grow in their relationship with Christ and those around them
  - Worked alongside hundreds of college students to ensure the health and safety of campers; both physically and spiritually
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## LEADERSHIP AND ACTIVITIES

### Kappa Kappa Gamma – National Women's Fraternity

January 2016 – Present

- Maintained an upstanding member through grades, service opportunities, and social events on and off of Baylor's campus
- Supported our national philanthropy 'Reading is Key' by providing local schools with books for children to read

### Gamma Chi – National PanHellenic Council

June 2018 – January 2019

- Lead prospective new members through the recruitment process.