

Harmony Kapp



618-781-3184 harmonykapp@gmail.com

Skills *Customer Service Oriented*Organized*Professional*Confidential*Trustworthy
*Multi-Tasking*Team Player*Versatile*Collaborate*Fast Learner*Dependable*Self-Motivated*Accuracy*Outgoing*Effective Communication*Intermediate Sewing Skills

Education Missouri State University 08/2013 – 05/2017
Honors College, University Scholar, 3.75 GPA, Major in Fashion Merchandising & Management, Minors in Marketing, Logistics and Supply Chain Management
Highland High School 08/2009 - 05/2013
12760 Troxler Avenue, Highland, IL 62249 5.16 GPA, graduated 6th in class of 237, Honors and Advanced Placement curriculum, Perfect Attendance, Honor Roll

Employment Sales Associate at Target in Springfield, MO 03/2014 - Present
Skills Used: Analytical, Attention to Detail, Cash Accountability and Handling, Cashiering, Computer, Coupons/Discounts, Customer Complaints, Customer First Mindset, Customer Relations, Customer Satisfaction, Displays, Flexibility, Greeting Customers, Interpersonal, Inventory Control, Layout, Learn Quickly, Lifting, Listening, Loss Prevention, Maintenance, Marketing, Math, Merchandise Control, Merchandise Presentation, Organization, Order Taking, Planning, Positive Attitude, Prioritizing, Problem Solving, Product Knowledge, Product Rotation, Relationship Building, Replenishing/Restocking, Sales Techniques, Stock Checking, Stocking Shelves, Team Work, Time Management, Unpacking

Professional Clothier at Dardis Academy 05/2014 - Present
Selected to be a part of the elite program and learned presentation skills, selling skills, professional presence and image, business writing, networking skills, and time and territory management. Applied their skills in running their own apparel business. We are fully trained and know how to manage our schedule, approach prospective customers, demonstrate professional communication skills, deliver an impressive presentation highlighting our products' features and benefits, ask for the business and gain referrals. Our customers appreciate the knowledge and tools we share with them on professional image and wardrobe management. The unique business model gives students a competitive edge from start to finish.

Hospice at Omega Healthcare in Springfield, MO 01/2014 – Present
I ran errands and lifted patients' spirits by visiting with them. I set up weekly appointments with my patients.

- Organizations**
- Alpha Chi Omega Sorority – Zeta Sigma Chapter
 - Delta Sigma Pi Professional Business Fraternity – Kappa Omicron Chapter
 - Director of Public Relations – focusGREEK
 - Director of Finance - Association of Fashion and Design
 - Modeled in various photo shoots and fashion shows
 - National Honor Society and Spanish National Honor Society
 - Illinois Ambassadors of Music – selected to represent Illinois on European concert tour (Summer 2012 and 2014)
 - Business Women's Club – Young Woman of Achievement Award (11th grade)
 - Missouri State - Scholar's House Floor President
 - Madison County Youth Board – selected to represent Highland High to create and facilitate programs for the enrichment of Madison County youth
 - Belleville Area Youth Council – selected to represent Highland High at youth leadership seminar
 - Illinois Teen Institute Staff – promoted substance free lifestyle at youth retreat
 - Vice President – LifeSavers, a peer help group
 - Treasurer - Student Council, Future Business Leaders of America, Students Against Destructive Decisions



- Secretary - Junior Class, Spanish Club, Leadership Excellence Opportunity
- Family and Consumer Career Leaders of America
- Fellowship of Christian Athletes, Catholic Youth Organization
- Varsity Golf, Varsity Soccer, Varsity Track & Field
- Section leader of Marching, Symphonic, Municipal Bands
- Tutor – assist students with academic assignments and organizational skills
- Camp Good Times Counselor – volunteer at a summer camp for special needs adults
- Relay For Life – Co-captain of team fundraiser for American Cancer Society
- Guidance Counselor Assistant – evaluate data and compile spreadsheet
- Band Director Assistant – assist students and organize music library

