

Kylie Saigol

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EDUCATION

University of Miami

Coral Gables, Florida

Bachelor of Science in Business Administration

Major in Finance and Global Business, Minor in Business Law

May 2020

GPA: 3.853

Honors: Presidential Scholarship Recipient, Global Business Studies Program, Foote Fellow, Dean's List and Provost's Honor Roll, Bermont-Carlin Scholar

WORK & LEADERSHIP EXPERIENCE

Prospect Wire Inc.

Tampa, Florida

Sports Management Intern

Summer 2017

- Identify data necessary for evaluating merchandise sales, analyze data for speed of sales, quantity and pricing, evaluate inventory and provide recommendations as to product selection, utilize Excel to track merchandise sold and inventory
- Prepare accounting for inventory, reconcile sales with inventory allotment utilizing Excel to generate summary of inventory status
- Handled customer purchases including cash, credit and debit, and reconciled cash payments against Excel summary

University of Miami Global Business Scholars Program

Coral Gables, Florida

International Consulting Project

January 2017-Present

- Construct 5-year business plan for international micro-enterprise operating in Peru, designed to grow sales to \$1 million and expand consumer base through community outreach and optimizing budget, including recommendations to conduct taste testings in various locations where Nutrichef products were sold, survey customers about purchasing the product and delivery service options, utilize data analysis skills to plan and predict future sales and profit margins
- Analyze current operational and financial efficiency and brainstormed methods to enhance efficiency
- Conduct research "on the ground" in Lima and presented findings to business owners and University professors.

Hyperion Council

Coral Gables, Florida

Sophomore Member

October 2017- Present

- Engaged with local vendors, at Goombay Plaza Market in Coconut Grove, in a consulting role by supporting them in obtaining licensing, Employer Identification Numbers, domain ownership, insurance and general business strategy
- Planned weekly meetings with clients to discuss steps to further business in areas of marketing, finance and accounting

Carrollwood Day School and Cheval Athletic Club

Tampa, Florida

Summer Camp Counselor

Summer 2016

- Chaperoned and initiated activities for children enrolled in Day Camp, including daily activities and educational field trips
- Complied with regulatory engagement and progress forms about students to submit to their parents and administration

SKILLS, ACTIVITIES & INTERESTS

Languages: Conversational Spanish, Proficiency in reading and writing Spanish

Technical Skills: Word, PowerPoint, Excel

Activities: Forte Foundation Fast Track to Finance, Foote Fellow Mentor, Cane-For-A-Day Student Host, Undergraduate Dean's Advisory Board-Sophomore Representative, Women In Business

Interests: Travel, Business in Latin America, Social Media, Volleyball, Community Service