

JARED R. FRANK

PROFILE

- Possesses great communication skills
- Strong event planning and organizational skills
- Experienced in Microsoft Excel, PowerPoint, and Word

EDUCATION

Earning Bachelor of Arts, Hanover College, Hanover, IN; Expected graduation: May 2021

- Business Major
- Psychology Major
- Cumulative GPA: 3.2

PROFESSIONAL EXPERIENCE

Event Coordinator, Goodwood Brewing Co., Louisville, KY, May 2020 – August 2020

- Arranged various summer events at the brewery
- Ensured social distancing and sanitation protocol due to the global pandemic
- Contacted and booked local musicians to perform at each event

Assistant Tennis Teaching Pro, Big Springs Country Club, Louisville, KY, June 2014 – July 2017

- Coordinated tennis activities for members and their children
- Taught and oversaw tennis clinics for children ages 4 – 12
- Controlled and monitored the management of profit to the country club from the tennis shop as a whole

Golf Shop Attendant, Big Springs Country Club, Louisville, KY, June 2015 – July 2016

- Opened the golf shop every morning; prepared golf carts in order by tee time
- Organized golf clubs onto each member's golf cart
- Cleaned and organized member's golf clubs after their golf rounds

LEADERSHIP EXPERIENCE

Social Chair, Phi Gamma Delta Fraternity, Hanover College, IN, 2019 – Present

- Control relations with other Greek organizations
- Organize, schedule, and oversee all social activities that take place within the fraternity
- Guide fellow brothers by directing them before, during, and after each social event

Football Coach, Kentucky Country Day School, Louisville, KY, 2014 – 2018

- Mentored children in grades 3 – 8 through the importance of football and athletics
- Showed leadership in individual drills and competitions while coaching the players
- Spoke at every camp to the campers about the importance of football and what it is like to play football at the college level

VOLUNTEER EXPERIENCE

Boys and Girls Club Louisville, Louisville, KY, 2014 – 2016

- Thoroughly cleaned and organized facilities to prepare for the visiting children
- Communicated with the kids and played sports with them during their day at the club